

Public Document Pack



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07 February 2020

Dear Councillor

I am now able to enclose, for consideration at the meeting of the **OVERVIEW AND SCRUTINY COMMITTEE** on Monday 10 February 2020 at 6.00 pm, the following reports that were unavailable when the agenda was printed.

4 **MINUTES** (Pages 2 - 16)

To confirm the Minutes of the meeting of the Committee held on 9 December 2020 and 20 January 2020.

13 **EAST KENT HOUSING COMPLIANCE REPORT** (Pages 17 - 21)

To consider the report of East Kent Housing.

Yours sincerely

A handwritten signature in black ink, appearing to read "Nicky", written over a white, wave-like shape that matches the Dover District Council logo.

Chief Executive

Minutes of the meeting of the **OVERVIEW AND SCRUTINY COMMITTEE** held at the Council Offices, Whitfield on Monday, 9 December 2019 at 6.00 pm.

Present:

Chairman: Councillor L A Keen

Councillors: S H Beer
T A Bond
P D Jull (as substitute for Councillor D G Beaney)
M Rose
C A Vinson
R S Walkden
P Walker
C D Zosseder

Officers: Strategic Director (Corporate Resources)
Head of Planning, Regeneration and Development
Strategic Project Manager (Infrastructure)
Principal Heritage Officer
Planning Monitoring Officer
Principal Infrastructure Planner
Partnership Director
Democratic Services Manager
Democratic Services Officer

62 APOLOGIES

An apology for absence was received from Councillor D G Beaney.

63 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that in accordance with Council Procedure Rule 4, Councillor P D Jull had been appointed as substitute member for Councillor D G Beaney.

64 DECLARATIONS OF INTEREST

Councillor T A Bond declared an Other Significant Interest (OSI) in Minute No. 71 (East Kent Housing Update) by reason of his position as a Director of East Kent Housing to which he was appointed by the Council.

65 MINUTES

The Minutes of the meeting held on 11 November 2019 were approved as a correct record and signed by the Chairman.

66 DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE

The decisions of the Cabinet relating to recommendations made by the Overview and Scrutiny Committee at its meeting held on 2 December 2019 were noted.

67 ISSUES REFERRED TO THE COMMITTEE BY COUNCIL, CABINET, OR ANOTHER COMMITTEE

The Democratic Services Manager advised that there were no issues referred to the Committee by Council, Cabinet or another Committee.

68 PUBLIC SPEAKING

The Democratic Services Manager advised that no members of the public had registered to speak on items on the agenda to which the public speaking protocol applied.

69 NOTICE OF FORTHCOMING KEY DECISIONS

The Democratic Services Manager presented the Notice of Forthcoming Key Decisions to the Committee for its consideration.

RESOLVED: That the Notice of Forthcoming Key Decisions be noted.

70 SCRUTINY WORK PROGRAMME

The Democratic Services Manager presented the Overview and Scrutiny Work Programme to the Committee for its consideration.

RESOLVED: That the Work Programme be noted.

71 EAST KENT HOUSING UPDATE

The Chief Executive (East Kent Housing) presented the Compliance Report for East Kent Housing to the Committee. She also introduced the interim Director of Property Services to the Committee.

The Compliance Report covered both communal blocks and domestic properties and reported the following levels of compliance:

Communal Properties

- Gas – 100.00%
- Asbestos – 72.34%
- Electrical Installation Condition Report (EICRs) – 35.29%
- Passenger Lifts – 100.00%
- Fire Alarms – 100.00%
- Legionella Risk Assessment – 100.00%
- Emergency Lighting – 100.00%

In respect of Asbestos, the historic data had now been downloaded and 89% of the downloaded data has been uploaded to the new portal. The remainder would take approximately one month to complete. The contractor (PA Group) had completed approximately 48.86% of asbestos management surveys (129 of 264 completed since April) and would be up to date by the end of the financial year. EKH operated a 'no touch' policy in place where no asbestos was held.

In respect of Fire Risk Assessments (FRA) there were 1444 outstanding actions ranging from trivial to substantial. The work on these was due to commence in December 2019. It was noted that several materials were in high demand and had a lead in time accordingly associated with them. EKH was providing the Council with a delivery programme that was being reviewed weekly.

Members were advised that all communal fire alarms had been serviced and tested.

There were 438 outstanding Water Hygiene Actions (WHA) although all properties (excluding Norman Tailour House which only went into occupation in November) had current legionella risk assessments.

Domestic Properties

- Gas (LGSRs) – 99.95%
- Asbestos – 29.50%
- Electrical Installation Condition Report (EICRs) – 13.95%
- Smoke Detectors – 88.75%

The Committee noted with dissatisfaction that there had been no significant progress in respect of EICRs. Members were advised that discussions were ongoing between EKH and the Council as to the best way to accelerate completion of the EICR programme.

In respect of fire alarms, the Committee was advised that the Council was legally compliant but not meeting best practice standards were not being met.

Capital Programme 2019/20 Update

Members were advised that, as at 31 October 2019, the forecast spend against budget was 98% (£3,326,990 against a budget of £3,375,000). However, a number of risks existed around matters such as weather, contractor performance, procurement delays and scope of works which meant that the final outturn was likely to be lower (c.80%).

In respect of a question from Councillor C A Vinson, the Chief Executive (East Kent Housing) stated that the variation in performance over previous years was due to each year involving different areas and contracts. In previous years contracts had been in the process of being renewed whereas for this year they were already in place.

Councillor C A Vinson expressed concern that consistent underspending could lead to asset deterioration and the Committee was advised that EKH only had a stock condition survey in place for 30% of its properties. However, 99% of the stock met the Decent Homes Standard.

In response to a question from Councillor S H Beer it was stated that there was a backlog of referrals from the Health Service for disabled adaptations.

Councillor L A Keen requested an update on Environmental Improvement Programme works to a future meeting.

Members acknowledged the progress that had been made in some areas of compliance but requested that the Committee continue to receive updates as there had been a lack of significant progress in areas as EICRs.

RESOLVED: That East Kent Housing be requested to provide the following information:

- (a) An update on the stock condition;
- (b) Information on the maintenance programme for communal floor coverings;
- (c) An update to the next meeting on the Environmental Improvement Programme;

- (d) A breakdown of the 'moderate' fire risks including the actions being taken and the timeframe for resolution;
- (e) An update on the actions being taken in respect of EICRs and asbestos in domestic properties; and
- (f) That the next edition of the Compliance Report include the addition of trend indicators with the figures.

(Councillor T A Bond declared an Other Significant Interest (OSI) in Minute No. 71 (East Kent Housing Update) by reason of his position as a Director of East Kent Housing to which he was appointed by the Council and withdrew from the meeting for the consideration of this item of business.)

72 BUSINESS RATES RETENTION PILOT 2018/19

The Strategic Director (Corporate Resources) presented the report on the Business Rates Retention (BRR) Pilot 2018/19.

Members discussed the report and the Strategic Director (Corporate Resources) provided clarification on the report in response to questions.

RESOLVED: That the reported be noted.

73 COUNCIL TAX SUPPORT SCHEME 2020/21

The Strategic Director (Corporate Resources) presented the report on the Council Tax Support Scheme 2020/21.

Members were advised that the operation of Universal Credit, with its frequent changes in entitlement based on changes in income from month to month, did not fit well with the Council's current Council Tax Support Scheme where entitlement was based on an exact assessment of claimant income.

This presented a number of risks as followed:

- (a) Uncertainty for the claimant;
- (b) The potential for direct debit deadlines being missed and payments not being made correctly;
- (c) The generation of arrears and the requirement for recovery action; and
- (d) Undue administrative effort, taking resources away from assisting claimants on more constructive work.

The introduction of a banding scheme, which was used elsewhere in Kent, was proposed to address these issues. The impact of the switch to a banding scheme would be cost neutral overall, although there would be a small number of winners and losers within the scheme. Members were advised that the Council would continue to maintain its exceptional hardship scheme to assist those in the most need.

The consultation had been undertaken by Canterbury City Council on behalf of the East Kent authorities and the responses received to the proposed changes had

been mostly supportive of the proposals. The consultation had sent out 7,000 letters to which 233 responses were received. All responses had been given equal weight. Councillor L A Keen asked if future reports could contain the details of the responses.

In response to concerns expressed by Members that self-employed people on low hours who didn't achieve the anticipated level of income would be better off on benefits rather than working as a result of this scheme, it was stated that Universal Credit was also a working benefit. There would also potentially be an assessment to see if self-employment on low hours was sustainable.

The issue of the non-dependant deduction was raised in respect of adults in full time education living with parents and Members were advised that this would only be applied where it was appropriate to do so.

RESOLVED: That it be recommended to the Cabinet:

- (a) That it recommended to the Council that it adopt the revised Council Tax Support Scheme as set out in the report.
- (b) That it recommended to the Council that it approve the adoption of the revised Council Tax Support Scheme (including the Exceptional Hardship Scheme) as set out in Option C.

74 AUTHORITY MONITORING REPORT

The Chairman, Councillor L A Keen, proposed that the consideration of the Authority Monitoring Report be deferred until the next meeting to allow Members more time to read the report.

Members debated whether the whole report should be deferred or whether a summary of the main changes should be prepared as an alternative. It was agreed that the report should be deferred and considered in full at the next meeting.

The Democratic Services Manager explained the difference between call-in and deferring a decision, emphasising that the deferment of its consideration did not stop the decision being implemented by Cabinet.

Councillor L A Keen asked Members to submit questions for the next meeting and that these should be collated by the Democratic Services Manager.

RESOLVED: That consideration of the Authority Monitoring Report be deferred until the next meeting of the Overview and Scrutiny Committee.

75 DOVER DISTRICT COUNCIL LOCAL DEVELOPMENT SCHEME

The Policy and Projects Manager presented the Dover District Council Local Development Scheme report. The Planning and Compulsory Purchase Act 2004 (as amended) placed a statutory duty on the Council to maintain an up-to-date Local Development Scheme (LDS). The LDS set out the project timetable to produce the Council's Local Plan.

In response to questions from Members, the Head of Planning, Regeneration and Development advised that the report was based on the required statutory processes.

Councillor T A Bond proposed that all Members have access to the list of RAG (Red, Amber, Green) sites with the supporting paperwork prior to the sites going to public consultation. The Head of Planning, Regeneration and Development advised that there would be ward based meetings with District Councillors and Parish Councils to discuss the sites proposed to go to consultation under Regulation 18.

The advantages of holding a series of informal briefing meetings for Members on the full list of RAG sites prior to any consultation was discussed. This would be structured on a ward basis over a series of three meetings held after 20 January 2020.

RESOLVED: That it be recommended to the Cabinet:

- (a) That the Local Development Scheme be accepted.
- (b) That, prior the town and parish councils being briefed on the proposed site allocations and the Local Plan PAG making a decision on the final 'RAG' (Red, Amber, Green) status of sites, a series of 3 informal briefing meetings, structured by area, are held for Members.

76 PUBLIC REALM IMPROVEMENTS PROJECT - MARKET SQUARE, DOVER

The Strategic Delivery Manager (Infrastructure) presented the report on Public Realm Improvements Project – Market Square, Dover.

Members welcomed the project as a way of boosting tourism in Dover and supporting the Council's tourism strategy.

Councillor L A Keen questioned the current lack of cycle racks in Market Square given its position at the end of the Dour cycle route.

RESOLVED: That it be recommended to the Cabinet:

- (a) That the project be approved in principle, and the Council be permitted to receive the grant of £2.44 million and to act as the accountable body to the Ministry of Housing, Communities and Local Government in relation to the grant.
- (b) That the expenditure of £350,000 allocated within the current capital programme be approved as match funding for the project.
- (c) That the Strategic Director (Operations and Commercial) be authorised, in consultation with the Portfolio Holder for Transport and Licensing, to: (i) Enter into any agreements necessary to deliver the project; (ii) Take all necessary steps to work with Kent

County Council to deliver the highways elements of the project; and (iii) Expend the grant for the purpose of delivering public realm improvements at the Market Square, Dover.

(Councillor T A Bond declared a Disclosable Pecuniary Interest by reason of his position as a director of Dover Town Team and withdrew from the meeting for the consideration of this item of business.)

77 ADOPTION OF VICTORIA ROAD AND WELLINGTON ROAD CONSERVATION AREA CHARACTER APPRAISAL

The Principle Heritage Officer presented the report on the Adoption of Victoria Road and Wellington Road Conservation Area Character Appraisal.

Members welcomed the report.

RESOLVED: That it be recommended to the Cabinet:

- (a) That the proposed responses to the representations received, and the resulting modifications to the Deal Victoria Road and Wellington Road Conservation Area Character Appraisal, as set out at Appendix 2 to the report, be approved.
- (b) That the Deal Victoria Road and Wellington Road Conservation Area Character Appraisal, as set out at Appendix 1 to the report, be adopted as a material consideration for planning purposes.
- (c) That guidelines be developed to inform Conservation Area residents how they can implement measures to address climate change issues whilst adhering to restrictions imposed by an Article 4 Direction.
- (d) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the Appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder for Planning and Regulatory Services.

78 ADOPTION OF UPPER DEAL CONSERVATION AREA CHARACTER APPRAISAL

The Principal Heritage Officer presented the report on the Adoption of Upper Deal Conservation Area Character Appraisal.

Members welcomed the report.

RESOLVED: That it be recommended to the Cabinet:

- (a) That the proposed responses to the representations received, and the resulting modifications to the Upper Deal

Conservation Area Character Appraisal, as set out at Appendix 2 to the report, be approved.

- (b) That the Upper Deal Conservation Area Character Appraisal, as set out at Appendix 1 to the report, be adopted as a material consideration for planning purposes.
- (c) That guidelines be developed to inform Conservation Area residents how they can implement measures to address climate change issues whilst adhering to restrictions imposed by an Article 4 Direction.
- (d) That the Head of Planning, Regeneration and Development be authorised to make any necessary editorial changes to the Appraisal to assist with clarity, consistency, explanation and presentation, in consultation with the Portfolio Holder for Planning and Regulatory Services.

The meeting ended at 9.28 pm.

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Minutes of the meeting of the **OVERVIEW AND SCRUTINY COMMITTEE** held at the Council Offices, Whitfield on Monday, 20 January 2020 at 6.00 pm.

Present:

Chairman: Councillor L A Keen

Councillors: D G Beaney
S H Beer
T A Bond
J Rose
M Rose
C A Vinson
R S Walkden
C D Zossedder

Also Present: Councillor H M Williams

Officers: Head of Commercial Services
Head of Planning, Regeneration and Development
Housing Development Manager
Planning Monitoring Officer
Principal Infrastructure Planner
Democratic Services Manager
Democratic Services Officer

79 APOLOGIES

There were no apologies for absence received.

80 APPOINTMENT OF SUBSTITUTE MEMBERS

The Democratic Services Manager advised that no notice had been received for the appointment of substitute members.

81 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

82 MINUTES

The consideration of the minutes of the previous meeting was deferred.

83 DECISIONS OF THE CABINET RELATING TO RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE

The decisions of the Cabinet relating to recommendations made by the Overview and Scrutiny Committee at its meeting held on 13 January 2020 were noted.

84 ISSUES REFERRED TO THE COMMITTEE BY COUNCIL, CABINET, OR ANOTHER COMMITTEE

The Democratic Services Manager advised that there were no issues referred to the Committee by Council, Cabinet or another Committee.

85 NOTICE OF FORTHCOMING KEY DECISIONS

The Democratic Services Manager presented the Notice of Forthcoming Key Decisions to the Committee for its consideration.

Members identified the following items for inclusion within the work programme:

- Item 34 (To consider a proposed increase in Hackney Carriage fares)
- Item 35 (Acquisition of site at Grove Road, Preston for affordable housing, and budget for feasibility works)

RESOLVED: (a) That the Notice of Forthcoming Key Decisions be noted.

- (b) That the items 34 (Proposed increase in hackney carriage fares) and 35 (Acquisition of site at Grove Road, Preston) identified above be included within the work programme.

86 SCRUTINY WORK PROGRAMME

The Democratic Services Manager presented the Overview and Scrutiny Work Programme to the Committee for its consideration.

The Democratic Services Manager advised that in addition to the scheduled meeting on 10 February 2020, there would be a budget briefing and key question setting meeting on 3 February 2020 and a meeting to consider the report on East Kent Housing and Local Health Services on 24 February 2020.

Members identified the following items for inclusion in the work programme:

- Youth services (DDC, KCC and Voluntary Sector)

RESOLVED: That the Work Programme be noted, subject to the inclusion of an item on youth services.

87 PUBLIC SPEAKING

The Democratic Services Manager advised that one member of the public had registered to speak on the Review of On and Off-Street Parking Charges.

Mr Leigh spoke for 3 minutes and covered the following points:

- His objection to the lack of consultation with permit holders or other residents who would be impacted by the proposals
- That the proposals would not have a marginal impact on residents as suggested by the report, particularly for residents with health issues, young children or returning home at unsociable hours
- That the details of alternative parking options available to residents were not set out in the report

- Proposed alternatives such as using the Union Road Car Park were not reasonable options, particularly for residents with mobility issues
- That under the current arrangements permit holders already struggled to find parking places during peak times (weekends, holidays and the summer) and during off-peak periods there would be empty parking places that residents wouldn't be able to park in using their permits under the proposals
- That, while accepting the pressure on council budgets, any decision should not be made without meaningful consultation with the people the decision would affect and in the absence of such consultation having been undertaken he urged that the proposals not be implemented.

88 SCRUTINY REVIEW - FOOD POVERTY IN THE DOVER DISTRICT

The Democratic Services Manager presented the scoping report for the proposed review on food poverty in the Dover District.

Members welcomed the scoping document and proposed expanding the list of witnesses to include KCC Social Services, Department for Work and Pensions, Age Concern, Health Services, Dover Outreach Centre and KCC Education Services.

RESOLVED: That the scoping document be amended to include the additional witnesses.

89 EKH COMPLIANCE REPORT

The Interim Director of Property Services (East Kent Housing) presented the Compliance Report for East Kent Housing to the Committee.

The Compliance Report covered both communal blocks and domestic properties and reported the following levels of compliance as at the end of December:

Communal

- Gas – 100.00%
- Asbestos – 80.75% (+49.20% since 04/09/19)
- EICRs – 35.29% (+6.14% since 04/09/19)
- Passenger Lifts – 100.00%
- Fire Risk Assessments – 100.00%
- Fire Alarms – 100.00% (+4.42% since 04/09/19)
- Legionella Risk Assessments – 92.00% (-8.00% since 04/09/19)
- Emergency Lighting – 100.00% (+1.69% since 04/09/19)

Members were advised that communal gas heating and hot water systems were reported as 100% compliant.

The outstanding Fire Risk Assessment works (High and Substantial Risks) were expected to be completed by the contractor end of March 2020. A programme for the lower priority risks would be produced by the end of March 2020.

In respect of Legionella Risk Assessments, these had been completed for Sunny Corner and Normal Tailyour House and once the final reports had been received, they would be changed to show compliance at 100.00% again.

Domestic

- Gas (LGSRs) – 100.00%
- Asbestos – 29.94% (+0.77% since 04/09/19)
- EICRs – 11.77%
- Smoke Detectors – 88.75% (-0.02% since 04/09/19)

Members were advised that the decision of the Council to change from a 10 year to 5-year inspection cycle had resulted in changed performance figures for EICRs. The previous figures cited had been based on a 10-year inspection cycle. A revised timescale for full compliance would be developed with the contractor in January 2020.

The contractor had advised that it would need 9 – 12 months to undertake the required asbestos management surveys for domestic properties.

Members questioned whether the gap analysis for smoke detectors could be completed any sooner due to the seriousness of the issue and they were advised that this could be looked into but that there would be a cost associated with doing so as it would require a separate programme of works. It was noted by Members that there was no completion schedule for the works currently listed in the report.

Environmental Improvement Programme

Members were advised that the Environmental Improvement Programme (EIP) was for projects that provided a benefit for tenants through improving safety, accessibility, or the general appearance of an area. Projects could be proposed by any tenant or leaseholder, EKH staff, Involved Residents, Council staff, councillors, the local police and other agencies. The Environmental Improvement Programme Budget had been underspent for 2017-18 and 2018-19 and that no budget provision had been made for 2019-20 or 2020-21 due to the focus on ensuring compliance in other areas.

Members expressed concern that some of the project examples cited could be part of the maintenance programme (such as upgrading a communal bin store) and that the budget was not being used for the purposes that it was intended. There was also concerns raised over whether the works provided value for money and were compliant with all safety standards.

In response to questions over the historic underspend, the Interim Director of Property Services advised that as projects were driven by residents, in the absence of proposals there would be no projects undertaken.

RESOLVED: (a) That the Interim Director of Property Services (East Kent Housing) be requested to provide an explanation as to the difference between the Environmental Improvement Programme and the regular maintenance programme.

- (b) That the Interim Director of Property Services (East Kent Housing) be requested to confirm that there was no Environmental Improvement Programme budget for 2020-21.

90 REVIEW OF ON AND OFF-STREET PARKING CHARGES

The Head of Commercial Services presented the report on the Review of On and Off-Street Parking Charges.

Members were advised that consultation would need to be undertaken in respect of recommendations 7 (with parish councils) and 8 (with permit holders) of the report.

Members expressed concern over the lack of information on the alternative proposals for the permit holders that would be affected by the removal of Deal sea front as a parking option from the resident permits scheme. Members questioned where displaced residents would park and what the impact of the displacement would be on residents in other areas. It was suggested that any consultation should also be with those affected by the displacement of parking from the sea front.

The absence of evidence to support the benefit to tourism from removing Deal sea front from the resident permits scheme was also cited as a concern for justifying the decision.

Councillor M Rose highlighted the issue of the unfairness of hotelier parking permit books that allowed visitors to park for a lower cost than residents in the same spaces.

The impact of proposals on local businesses was raised and the need to consult with them on changes that could affect them. In respect of the proposals to make Albany Place in Dover a free car park, the location and accessibility of the car park was raised.

Members discussed whether there were suitable alternatives to introducing charging in rural car parking charges, with options such as limiting duration of stay suggested to encourage turnover.

In response to a question from Councillor J Rose, the Head of Commercial Services advised that he would investigate if the Council owned the car park near Dover Castle.

In response to a request from the Chairman, Councillor L A Keen, the Democratic Services Manager explained the Call-In process. Members were advised that the Chairman and Spokesperson for the Overview and Scrutiny Committee could exercise call-in on their own and that any three non-executive members could also call-in a decision.

It was moved by Councillor T A Bond and duly seconded by Councillor S H Beer that

“The Chairman, Councillor L A Keen, be requested to call-in Cabinet Decision CAB112(h) on the grounds that

- (a) There was no evidence to support the need for this change of policy or the impact on tourism and resident parking.

- (b) That no thought has been given to alternative options or the harm caused by the displaced resident parking on Deal residents.
- (c) That there has been insufficient consultation with those affected.”

Councillor M Rose, duly seconded by Councillor R S Walkden, moved the following AMENDMENT

- (d) That the impact of the hotelier’s books be reviewed given the discrepancy in the cost of overnight visitor parking compared to the cost of overnight resident parking.

On being put to the vote, the AMENDMENT was CARRIED.

The Chairman, Councillor L A Keen, indicated in response to the request from the members of the committee that she was prepared to use her powers to call-in Cabinet Decision CAB112(h).

On being put to the vote it was

- RESOLVED:
- (a) That recommendations 1 to 7 in the report be noted.
 - (b) That the Chairman, Councillor L A Keen, be requested to call-in Cabinet Decision CAB112(h) on the grounds that
 - (i) There was no evidence to support the need for this change of policy or the impact on tourism and resident parking.
 - (ii) That no thought has been given to alternative options or the harm caused by the displaced resident parking on Deal residents.
 - (iii) That there has been insufficient consultation with those affected.
 - (iv) That the impact of the hotelier’s books be reviewed given the discrepancy in the cost of overnight visitor parking compared to the cost of overnight resident parking.

91 AUTHORITY MONITORING REPORT

The Head of Planning, Regeneration and Development presented the answers to the key questions set by Members in respect of the Authority Monitoring Report.

Members considered and noted the answers provided to the key questions. Arising from the answers provided the following issues were discussed:

- The need for affordable housing in the district and whether the 30% target that the Council had set was achievable
- The role of the Council as a builder of housing and in meeting housing need in the district

- The impact of scheme viability on the delivery of affordable housing
- The different types of green field land (i.e. prime agricultural land compared to land less suited to agricultural use)
- The impact on the strategic highway network of development
- Whether the provision of gypsy and traveller sites in the district was sufficient and what effect increased provision might have on the incidents of illegal trespass seen in the previous summer
- The need for bus services and cycling networks to support rural housing development

RESOLVED: That officers be thanked for providing detailed answers to the key questions set by Members and the responses be noted.

The meeting ended at 9.33 pm.



**PROPERTY
SERVICES**

**Compliance
and EIP**

Report:

**Dover District Council Overview and
Scrutiny Committee**

Date:

5 February 2020

1. Introduction

This report covers a number of compliance areas relating to Dover District Council, both for individual properties and for blocks.

2. Compliance Summary: Communal Blocks (DDC)

Gas, Asbestos, EICRs, Passengers Lifts, Fire Risk Assessments

The table below shows a summary of the compliance status for Communal Blocks for DDC:

DDC Compliance	Gas	Asbestos	EICRs	Passenger Lifts	Fire Risk Assessments
Total Asset No	12	414	391	6	223
N/A to Work Stream	0	187		0	0
Compliant	12	191	143	5	223
Non Compliant	0	36	273	1	0
Work Stream Total	12	227	416	6	223
Compliant as 5.2.20	100%	84.14%	36.57%	83.33%	100%
Compliance as 9.19	4.	100%	31.55%	29.15%	100%
% Change	0%	52.59%	7.42%	-16.67%	0%

Management of two additional blocks has taken place therefore the communal boilers numbers have increased by two. Communal gas heating systems remain 100% compliant.

All asbestos historic data has now been uploaded to the new portal. We are on target to complete all block asbestos inspections by the end of March 2020. Blocks with no asbestos identified are now shown as not applicable to work stream.

A new electrical contract commenced on the 2nd Jan 2020 with the contractor NRT. The contractor is initially focusing on communal block testing before moving on to domestic property testing. Testing of communal blocks is expected to be completed by end of March 2020.

Zurich, the lift insurance inspectors, has confirmed that one lift reported as non-compliant was inspected on 30 January with certification expected to be on their portable within the next two days.

Fire Risk Ratings & Actions

The table below shows the current FRA risk levels:

Council	FRA's req'd	FRA's done	Trivial	Tolerable	Moderate	Substantial	Intolerable	In Review
DDC	223	223	1	1	200	19	0	2

High risk remedial works are progressing with the contractor APL and still expected to complete moderate and substantial risk by March 2020.

There is presently annual and biannual FRA re-inspections taking place in the Dover District, which accounts for the increase in substantial risks. These actions are being added to the contractor works programme when identified.

Fire Alarms, Legionella Risk Assessments, Emergency Lighting

DDC Compliance	Fire Alarm	Legionella Risk Assessment	Emergency Lighting
Compliant	116	25	131
Non-Compliant	0	0	0
Total	116	25	131
Compliant %	100%	100%	100%
Compliant as 4.9.19	95.58%	100%	98.31%
% Change	4.42%	0%	1.69%

All fire alarms have been serviced and tested and are operating within their design parameters. Emergency lighting has been replaced or repaired and is now 100% compliant.

Legionella Risk Assessment: Actions				
	High	Medium	Low	Overall Risk Count
DDC	186	142	3	331

The Low Risk actions from legionella risk assessments have been ordered with the contractor, Envirocure, and have been added to the current programme, with an anticipated completion date of actions by the end of March 2020.

3. Compliance Summary: Domestic Properties (DDC)

DDC	EICR	Asbestos	Gas (LGSRs)	Smoke Detectors
Total Asset No	4325	4324	4232	4323
N/A to Work Stream	1	85	280	0
Total Compliant	569	1396	3951	4294
Non-Compliant	3756	2843	1	27
Total Prop Count	4324	4239	3952	4321
Compliant as 5.2.20	13.16%	32.93%	99.97%	99.38%
Compliant as 4.9.19	58.66%	29.17%	100%	88.77%
% Change		3.76%	-0.03%	10.61%

A new electrical contract commenced on the 2 January 2020 with the contractor NRT. The contractor is initially focusing on communal block testing before moving on to domestic property testing. Present estimates are these domestic tests will be completed by the summer 2020. As previously confirmed the figures provided in September were based on 10 year tests frequency. The compliance number now provided is based on a five year testing frequency.

All asbestos historic data has now been uploaded to the new portal. Historic data is currently being cleansed which may result in a slight adjustment to the numbers, this process is expected to be completed by March 2020. Properties with no asbestos identified are shown as not applicable to work stream. Full compliancy is expected by autumn 2020.

There is one property that is showing as expired LGSR, however, this is subject to a new property being taken into management, and as the heating source is unknown an inspection has been booked for 7 February.

Gap analysis for smoke detectors has now been completed and combination of expedited works and certification review has resulted in a large reduction in non-compliant detectors. Currently there are 27 properties that are non-compliant. Mears have been instructed to undertake these works and have now confirmed that these are being programmed and should be completed, subject to access by the end of February.

Environmental Improvement Programme (EIP)

A request has been made to the council for EIP resources for 2020/21. It has been agreed that, subject to making significant progress in line with the Compliance Recovery Plan, resources will be made available of circa £100k in June 2020. A number of previously identified projects have been highlighted and will be ready to go if/when resources are released. EKH officers will confirm with residents that these projects still remain a priority.

Projects identified should generally be those that would not traditionally be addressed through regular routine maintenance. The assessment process should ensure any projects of this nature are not agreed.