

BABERGH DISTRICT COUNCIL

FROM: Head of Contract and
Asset Management

REPORT NUMBER: **K204**

TO: STRATEGY COMMITTEE **DATE OF MEETING:** 10 February 2011

**HOUSING REVENUE ACCOUNT - CAPITAL PROGRAMME
APPROVAL TO PROGRESS NON-COMMITTED SCHEMES**

1. PURPOSE OF REPORT

Strategy Committee has requested that the approval process for non-committed schemes within the Council's capital programme is simplified to avoid non-strategic reports being presented at each committee meeting.

This report seeks approval to implement a new, simplified, approval process for schemes that are included within the Council's Housing Revenue as non-committed

2. RECOMMENDATIONS

- 2.1 That the proposed methods of approval included in Appendix A of the report, for schemes within the Housing Revenue Account capital programme, be adopted by Strategy Committee.
- 2.2 That any necessary amendments to the Council's Financial Regulations be made accordingly.

The Committee is able to resolve this matter.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications.
- 3.2 All budget headings and expenditure totals are already approved as part of the annual budget setting process.

4. RISK MANAGEMENT

- 4.1 This report is most closely linked with the Council's Significant Business Risk No.9 – Management of Projects & Programmes.

4.2 Other key risks are set out below:

Risk Description	Likelihood	Seriousness or Impact	Mitigation Measures
The Head of Contract & Asset Management undertakes inappropriate projects within the HRA capital programme	Low	Marginal	<ul style="list-style-type: none"> • In general the programmes within the HRA capital programme are advised by a Stock Condition Survey, so there is no arbitrary selection of schemes. • Major projects (over £50K) will still require individual approval unless they are part of the major programmes defined by the Housing Strategy)

5. **EQUALITY & DIVERSITY IMPACT**

5.1 There are no equality or diversity impacts. In particular the issue of disabled adaptations is still addressed through the Housing Panel.

6. **KEY INFORMATION**

6.1 The major work programmes within the Housing Revenue Account are approved by Strategy Committee through the Council’s 5-year Housing Strategy e.g. replacement central heating, replacement windows. No further approvals are therefore required for schemes within these programmes to proceed i.e. they are not included as ‘non-committed’ in the Council’s Budget Book.

6.2 However there are several programmes that are included as non-committed. This currently requires the Head of Contract & Asset Management to regularly request your committee to approve schemes within these programmes.

6.3 These schemes can vary in value from £7,000 to £100,000. However, in many cases, the schemes that come forward that are not strategic in their content, or large enough to merit individual consideration. Approval for these should not therefore be taking up the valuable time of your committee.

6.4 In some cases these schemes have already been reported to the Housing Panel for consideration e.g. street parking improvements, disabled adaptations over £7,000. They have therefore already received consideration.

6.5 It is proposed therefore to streamline the approval process such that only schemes that are considered ‘strategic’ to the Council’s business, or are estimated to cost over £50,000 come forward to your committee for individual approval.

APPENDIX A

Housing Revenue Account Programme Headings	Current Method of Approval	Proposed Method of Approval
<ul style="list-style-type: none"> • Electrical re-wiring • Roofing • Windows & doors • Replacement central heating • Kitchens & bathrooms • Decent Homes improvements • Smoke alarms (Babergh Standard) • Insulation improvements (Babergh Standard) 	Major Programmes: 5-year Housing Strategy	Major Programmes: 5-year Housing Strategy
<ul style="list-style-type: none"> • Disabled adaptations 	5-year Housing Strategy, but with individual schemes over £7,000 in value being assessed by Housing Panel	5-year Housing Strategy, but with individual schemes over £7,000 in value being assessed by Housing Panel
<ul style="list-style-type: none"> • Conversions & adaptations • Major refurbishments • Garage doors • Fences & gates • Paths & walls • Common areas • Electrical works • Internal plumbing • Dampness & condensation • Improvements to sheltered units • Street parking improvements • Parking areas/estate improvements • Structural works • Sewage treatment works • Surveys & software • Regeneration projects • Asbestos removal 	Non-Committed Schemes: Individual scheme approval by Strategy Committee (or for small schemes under £7,000 by delegation to Head of Contract & Asset Management)	Non-Committed Schemes: Individual scheme approval by Strategy Committee for schemes over £50,000, Schemes under £50,000 by delegation to Head of Contract & Asset Management