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Tuesday 22 August 2023

Notice of Meeting

Dear Member

Growth and Regeneration Scrutiny Panel

The **Growth and Regeneration Scrutiny Panel** will meet in the **Meeting Room 3 - Town Hall, Huddersfield** at **11.00 am** on **Monday 14 August 2023**.

This meeting will be live webcast. To access the webcast please go to the Council's website at the time of the meeting and follow the instructions on the page.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft".

Julie Muscroft

Service Director – Legal, Governance and Commissioning

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

The Growth and Regeneration Scrutiny Panel members are:-

Member

Councillor Yusra Hussain (Chair)

Councillor Zarina Amin

Councillor Tyler Hawkins

Councillor Susan Lee-Richards

Councillor Harry McCarthy

Councillor John Taylor

Jonathan Milner (Co-Optee)

Chris Friend (Co-Optee)

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Panel

To receive apologies for absence from those Members who are unable to attend the meeting.

2: Minutes of the Previous Meeting

1 - 18

To approve the Minutes of the meeting of the Growth and Regeneration Scrutiny Panel held on the 3 July 2023.

To approve the Minutes of the meeting of the Ad-Hoc Regeneration Scrutiny Panel held on the 6 March 2023.

3: Declaration of Interests

19 - 20

Members will be asked to say if there are any items on the Agenda in which they have any disclosable pecuniary interests or any other interests, which may prevent them from participating in any discussion of the items or participating in any vote upon the items.

4: Admission of the Public

Most agenda items take place in public. This only changes where there is a need to consider exempt information, as contained at Schedule 12A of the Local Government Act 1972. You will be informed at this point which items are to be recommended for exclusion and to be resolved by the Panel.

5: Deputations/Petitions

The Panel will receive any petitions and/or deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also submit a petition at the meeting relating to a matter on which the body has powers

and responsibilities.

In accordance with Council Procedure Rule 10, Members of the Public must submit a deputation in writing, at least three clear working days in advance of the meeting and shall subsequently be notified if the deputation shall be heard. A maximum of four deputations shall be heard at any one meeting.

6: Public Question Time

To receive any public questions.

In accordance with Council Procedure Rule 11, the period for the asking and answering of public questions shall not exceed 15 minutes.

Any questions must be submitted in writing at least three clear working days in advance of the meeting.

Please note that in line with pre-election rules, questions relating to the Batley East Ward and By-Election issues will not be heard.

7: Damp, Mould and Condensation

21 - 30

To inform the Growth & Regeneration Scrutiny Panel of the current situation with damp, mould and condensation in Council Homes, actions taken to date to respond and next steps for change and improvement to approach.

Contact: Naz Parker, Service Director - Homes and Neighbourhoods

8: Tenant Safety in Council Housing

31 - 52

To update on the situation with tenant safety in council housing.

Contact: Naz Parker, Service Director – Homes and Neighbourhoods

9: Work Programme

53 - 56

The Panel will consider its work programme for 2023/24.

Contact: Jenny Bryce-Chan, Principal Governance Officer

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

GROWTH AND REGENERATION SCRUTINY PANEL

Monday 3rd July 2023

Present: Councillor Yusra Hussain (Chair)
Councillor Tyler Hawkins
Councillor Susan Lee-Richards
Councillor Harry McCarthy
Councillor John Taylor

In attendance: Joanne Bartholomew, Service Director Development
Simon Taylor, Head of Town Centres Programme
Thomas Fish, Strategic Partnership Lead, Housing Growth
Isabel Robinson, Apprentice Surveyor

Apologies: Councillor Zarina Amin
Jonathan Milner (Co-Optee)

1 Membership of the Committee

Apologies were received from Cllr Zarina Amin and Jonathan Milner.

2 Interests

Cllr Susan Lee-Richards declared on 'other' interest in respect of agenda item agenda item 8, Small Centres Programme.

Cllr Yusra Hussain, Cllr John Taylor and Susan Lee-Richards declared that they are members of the Housing Improvement Board.

3 Admission of the Public

All agenda items were considered in public session.

4 Deputations/Petitions

No deputations or petitions were received.

5 Public Question Time

No public questions were asked.

6 Introduction to the Growth & Regeneration Directorate

Joanne Bartholomew Service Director Development, advised the Panel that the aim of this agenda item is to provide the panel with an overview of the role of the Growth and Regeneration Directorate. As part of the session a video will be shared with the

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panel, which highlights some of the wider developments in the Council and showcases some of the work being undertaken. The session will also include why investment matters, and how cultural heart will be showcased.

In summary, the Panel was informed that one of the key considerations for the council, is ensuring that the district is strong and has a really deep seated, sustainable economy that allows all residents to have a great quality of life, leading to thriving communities, growing businesses, high prosperity, and low inequality. That is the aspiration, but how is that going to be delivered. In order to deliver a sustainable, economic growth across Kirklees, that puts people, partners, places at the heart of it, there are three key services across the directorate, Skills and Regeneration, Development, and Homes and Neighbourhoods.

Skills and Regeneration includes:

- Major projects
- Business and Economy
- Employment and skills
- Planning

Development includes:

- Housing Growth
- Corporate Landlord and Capital
- Housing Services
- Town Centres

Homes and Neighbourhood includes:

- Operations
- Asset Development
- Housing Management and Partnership

Development, which includes housing growth, aims to ensure that there are enough houses, and the right type of houses, and the right sort of tenure of houses for all local residents. Work is being undertaken utilising the Council's land, working with other developers to bring forward housing states, making sure that at the heart of this is the Council's carbon agenda and inclusivity, encouraging both affordable and lifetimes homes to be built.

Development also includes Corporate Landlord and Capital Delivery Services, that is everything that is in the current build environment that the Council owns. The council is a large asset owning council, with over 130 buildings, and there is a significant amount of capital investment across the wider estate creating new affordable spaces as well as creating some dementia friendly spaces. There is also investment in children centres and children's care homes.

Housing Services is in essence, the front door to Homes and Neighbourhood, the third area of the Directorate. Housing Services ensures that people who find themselves in the position of wanting to understand whether they can get social housing, are given an allocation and also where they are not entitled to social housing or where there wait for social housing may be considerable they are helped

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to access private options. It also deals with homelessness and refugee and migration resettlement.

On the agenda today for discussion is small centres, where the aim in the town centres is to create vibrant towns and villages across the district, creating a sense of economic prosperity, and managing and utilising the assets and those of partners.

The other two areas that are under Councillor Turner's portfolio, are skills and regeneration, where major projects are undertaken, for example the A62 corridor, working with WYCA around bus station and rail network improvements. There is business and economy and understanding how to maximise the Kirklees pound, particularly through social value, but also how to grow current businesses and encourage other businesses.

Employment and skills, looks at post 16 skills around employment and skills, encouraging people to do career change or encouraging people who have experienced worklessness back into the working environment. There is also planning service, which deals with the statutory responsibility around planning requirements, to ensure that homes and the local plan is being delivered.

The final part of the directorate is Homes and Neighbourhoods, which looks after the Council's housing stock. There are over 22,000 homes that people live in and the operation for managing, maintaining, ensuring that they are safe, warm, and compliant is done in that particular area. Housing Management and Partnerships, works in conjunction with housing services to ensure that people are supported to live their best lives in their homes.

The aim in Growth and Regeneration, is to ensure that everybody gets the best quality of life and having increased productivity through better housing, skills, and jobs, meaning better wages and better quality of life for residents. Business growth will result in improved productivity, and the more startups, the more improved business survival and expansion of some of the key high growth businesses which will create more and better jobs.

The investment in the town centre, which has started both in Huddersfield and in Dewsbury with the George Hotel in Huddersfield and with the Arcadian Dewsbury, are key parts of both of the blueprints and town deal. This reduces risk and encourages significant external investment, as it creates confidence in what the Council is doing and will help to secure further funding.

Partnership investment has been over 2 billion confirmed since the blueprints were announced, and nearly £40 million worth of external funding has been brought into the Council's projects.

There are a key number of political priorities that the portfolio holders have set over the last year and going forward. These range from individual projects such as the George Hotel and the Trans-Pennine upgrade, to wider initiatives such as tenant voice and tenant safety and include issues included on today's agenda around housing growth and small centres.

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The Panel was informed that over the next five years, the council will be looking at delivering significant new homes. The first phase of Dewsbury Riverside will be around 2 1/2 thousand homes. In Ashbrow and Soothill, the aim is to build 610 new homes, including 54 affordable homes and a significant amount of extra care provision.

In terms of tenant satisfaction across homes and neighbourhoods, the aim is to ensure that tenants are kept safe and that their homes are compliant and that they feel valued, and their voices are heard in terms of decision making around their home. This will hopefully lead to a reduction in complaints and cases of disrepair and lead to much more collaborative decision making.

Where appropriate, the intention will be to look to transfer corporate assets to the community and work in support with locality, to ensure that community groups are structured and able to take on assets.

With regard to transportation and infrastructure, work is being undertaken with active travel in North Kirklees, with some evidence towards a shift towards people walking and travelling and making transport infrastructure more sustainable. Significant road network improvements have been carried out in Huddersfield and those have just finished.

The initiative with White Rose Forest and the Calder catchment, will have over 670 hectares of new tree coverage and will have over 1000 hectares of green streets in West Yorkshire.

The Station to Stadium Enterprise Corridor, and the investment zone associated with it, is moving forward with increasing private sector jobs and investment and there has been significant interest in the Station to Stadium Enterprise Corridor and the works on the A62 corridor has strengthened that.

Working with the college, over 900 extra learner places has been delivered through the process manufacturing centre, and a significant increase in apprenticeship and work placements offer.

RESOLVED:

That Joanne Bartholomew be thanked for providing an introduction to the Growth and Regeneration Directorate.

7 Housing Delivery Plan Update

Cllr Graham Turner introduced the Housing Delivery Plan update report, advising that it is a detailed report which outlines work currently being undertaken and projects in the pipeline and had recently been to Cabinet.

Joanne Bartholomew informed the Panel that by 2026, there will be 900 more homes. Often the talk is about building houses, however, it is important to remember that it is building homes for people, much needed homes across the

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district. There are some key strategic sites, and the Panel will be updated on the two main ones, and also some of the other works in the pipeline going forward, giving consideration around affordability and a mix of housing.

Thomas Fish, Strategic Partnership Lead, gave the Panel an overview of the appended report, advising that the first part of the report covers broadly what the team are involved in, and the program of works including some of the sites that are ongoing or in the process of starting. There are sites within the program, which are Council owned, including the two strategic sites, Bradley Park, and Dewsbury Riverside.

The Council also works with funding bodies such as the West Yorkshire Combined Authority and Homes England, for any opportunities and funding programs that they have. For example, the accelerated construction program, in terms of the Soothill site, which used Homes England funding. There is work on the town centre living plans linked to the blueprints, looking at specific properties within Huddersfield Town centre and within Daisy Hill, using the town's fund funding.

The team works and sits on specialist supported housing forums within the Council, and also works closely with colleagues in housing services and planning, to secure affordable homes. Work is also being undertaken talking to register providers about the developments they are doing off their own merit, but also ones where the council looks to partner with them to deliver the Council sites.

There is also the Brokerage Service which looks at sites which may have stalled in the system or developers might need advice. The service provides specialist knowledge or help with partnership working with developers or registered providers who are interested in investing within Kirklees.

The appended report also touches on first homes, which is a very specific technical element linked to affordable housing. The service consults on planning applications and provide specialist advice. Previously, there had been discounted market housing, there has also been starter homes and the latest iteration of a government discounted housing is first homes, which is part of the affordable housing that has to be delivered for housing sites across the district.

The Panel was informed that in terms of the sites, a great deal of work is going into each one of these sites, and there are many project managers working on different elements. The first site is Bradley Park, a large allocation within the Kirklees local plan. The Council owns a significant piece of the site and has been working using West Yorkshire Combined Authority funding on feasibility work. Following the recent Cabinet decision, an allocated budget has been agreed to take that feasibility work forward. Moving forward and looking at taking the sites to the next steps, the aim is to appoint a partner or a developer to progress the work.

In respect of Dewsbury Riverside, the largest allocation in the local plan, the Council owns 30 hectares of the 160 hectare site. There has been a lot of work that has been undertaken recently to relocate allotments to facilitate the central access into the site, where 43 replacement allotments have been constructed.

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There was a Strategic Planning decision taken in November 2022, on the first phase application for up to 350 homes on the Council's land. Working collaboratively with West Yorkshire Combined Authority and Homes England, to look at the master plan and reviewing where is suitable, based on the changes that have happened since the local plan was adopted.

There will be the benefit of the Transpennine route upgrade and the new station, which will be built on site. The allotments have been replaced and reflecting on any planning policy changes that have happened. There will be more work going forwards, including significant engagement with the community over the next 12 months in taking Dewsbury Riverside to the next stages of development.

With regard to the town centre and the Huddersfield Blueprint, the two buildings that are being focused on at this time, are Estate Buildings and Somerset Buildings. Working with 13 Housing Group, who are in Northeast strategic partner who deliver affordable homes and also worked on centre regeneration in the Northeast and elsewhere. They are currently looking at the possibilities of regenerating and reusing those buildings for housing. Over the next year, working alongside 13 Housing Group and supporting them to look at those options and hopefully move forward on Town Centre living opportunities. 103 New Street project is nearly at completion, and is four student accommodation and people are currently living there.

In terms of Dewsbury, there has been the Daisy Hill neighbourhood, which is a key project within the Dewsbury Blueprint which is in the town investment plan alongside the other projects that got Town Fund funding.

The Panel was given examples of other schemes and projects and informed that there are some bungalows for older people and accommodation for people who have recently become homeless, gateway properties which was a real success story.

In respect of some of the other sites where there is partnership with private sector, the Ashbrow scheme will deliver 98 market for sale homes, 13 homes for affordable rent and 50 homes within the Council's Extra Care Scheme. The project, particularly the Extra Care Scheme, has been challenging to get started, in the context of volatile construction market conditions and the aim is to complete it by September 2024.

It has taken a lot of resources and officer time to assist the developers because of the wider economic context of what has been happening over the last couple of years where developers have struggled, and the council has tried to support them.

The Panel was informed that the council is working with 13 Housing Group, one of Homes England's strategic partners, to deliver around 200 affordable homes on five sites located across the district. Cabinet approval was secured in July 2022, to dispose of the sites to Thirteen Group.

Information was given on the Housing Brokerage Service which operates to provide assistance, where needed, for stall housing development sites across Kirklees.

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The Panel was directed to the report which showed a table that provided a summary of what has been delivered, what is being delivered, or what will be delivered in the near future around the program.

In response to the information presented, the Panel asked questions and made comments including some of the following:

- The report refers to responding to the needs of the population and meeting local needs, based on getting information and intelligence, how are local people defined and who is being asked?
- The information does not give a breakdown of the size and stock that developers are being asked to deliver, whether they are 2, 3 or 4 bedroomed houses, is it possible to get this information including the number of bedrooms in the properties?

RESOLVED:

That Joanne Bartholomew and Thomas Fish be thanked for providing an update on the Housing Delivery Plan.

That information be brought to a future panel meeting which gives a full breakdown of the proposed housing stock including number of bedrooms

8 **Small Centres Programme**

Cllr Graham Turner, Portfolio holder, introduced the agenda item, advising that the appended report, outlines progress on small town centres. There are four town centres being concentrated on with the possibility of a fifth, looking longer term at Marsden in light of some funding that has been received. There has been a lot of work to get to this stage and some are more advanced than others and some have been more challenging, however progress is being made. Some extra funding has been levered in to help deliver these, with the cost pressures, the external funding has to be welcomed.

Simon Taylor, Head of Town Centres Programmes advise the Panel that in summary, it is four towns, Batley, Cleckheaton, Heckmondwike and Holmfirth, four continuous engagement programmes and four projects to get off the ground. This programme is the council trying to strengthen local centres, recognising those are important places for people to live, work and do business. It is an important program that is being expanded to include a fifth centre, Marsden. The Panel was given a breakdown on the progress being made in each of the centres.

In summary;

Batley

Batley has been overtaken by a levelling up process and in many ways it is one of the success stories of starting to develop plans and programs in a particular area.

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Without the initial work that had been carried out, around local centres, the levelling up bids in round two would have been weak. It has gone from a small allocation of £2.5 million and that has been increased to £14.38 million, which is a great achievement and work is on with developing that.

In terms of the process undertaken in Batley, place standard exercises were carried out early, which was used to inform the master planning process. Some extra work had also been carried out in Batley as there was some extra funding, and this gave a clear idea of what people were wanting around their town centre. This information was fed into the masterplan, and engagement on that was undertaken last year.

In terms of Batley, the programme is concentrating on Commercial St, which is the main street that runs through the middle of Batley, and also looking at how to improve Marketplace.

Cleckheaton

Cleckheaton was one of the programs that got off the ground quickly. A scrutiny session was held early this year, at the end of the master plan program, and then followed an almost identical process to Batley. One place standards engagement was held using the ward councillors as key reference points, and now there is a completed master plan and a number of key schemes that ward councillors and communities want to be delivered. The schemes identified for development and delivery include Savoy Square and Market, Spen Bottom and Market Square.

Heckmondwike

Heckmondwike is slightly behind the others, and is just at the end of the masterplan consultation period, which ended on the 19th June 2023, and the team are examining all those results. A number of projects were put forward in that plan, Greenside Public Realm, which is around a potential road closure to the top side of Greenside to bring the park closer to properties and to the bus station. Examining the results from the consultation to see whether or not the place standards exercise was right, and see what the public think of some of those ideas.

There is other funding going into Heckmondwike that comes from West Yorkshire Combined Authority. Heckmondwike bus station will get delivered this year and there is almost £5 million going into that project. There are some other works on the A638 corridor which are around traffic management in the town centre. The hope is that Heckmondwike, once we get through this next phase, will have some very clear projects that will be delivered.

Holmfirth

Holmfirth has been a programme of works for a number of years, that started with the Holmfirth access plan, which is close to being delivered. Since then, a more generic and town wide plan has been wrapped around that. An additional, £1.5m

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has been put in on top of the Holmfirth access plan and that is for projects that will complement the town and also complement that particular scheme.

A number of these town centre schemes have secured UK SPF funding so that these projects can be developed rather than using Council capital. The place standard exercise has been carried out and the master plan consultation has also been undertaken. The master plan has been completed which has been signed off by the portfolio holders. Aside from the access plan, there are three key projects that the community are pointing us towards. One is to look at Towngate, one is looking at access along the river and another is small scale transport projects including gateways into the town and park and stride.

The main project is the access scheme, and the indicative start date for that is September 2023, and it is an 18 month building programme.

There is now a fifth that has been added to the original four small centres and that is Marsden.

Marsden

Marsden has been included for a number of reasons; one is successful levelling up fund bid at the back end of last year. The other is around the impending Transpennine route upgrade works, and that will particularly affect Marsden station and the land around there and some recent investment into the cycle path between Slaithwaite and Marsden.

The Marsden levelling up fund bid is the key factor, effectively there will be almost £20m going into a derelict mill at the very heart of the town centre. The funding from levelling up is the gap funding, valued at almost £6m, the rest of that will come from the private sector.

The mill covers a large proportion of the town and conservation area, and the work will be quite impactful. It is a commercial project, largely office space workshops, some retail with some potential for residential. Long term, the project is being run by the landowners and a developer partner, but ultimately it is a significant change for Marsden.

The intention of adding it to the list, is to ensure that there was some other plans for the rest of the town to complement that. Cabinet have now agreed to move forward on a master plan in Marsden and that work will start quite quickly.

RESOLVED

That Simon Taylor be thanked for providing an update on the Small Centres programme.

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Contact Officer: Jodie Harris

KIRKLEES COUNCIL

AD-HOC SCRUTINY PANEL - REGENERATION

Monday 6th March 2023

Present: Councillor Elizabeth Smaje
Councillor Yusra Hussain

In attendance: Councillor Eric Firth, Cabinet Portfolio Holder for Transport
David Glover, Senior Responsible Officer for Economy & Skills
Edward Highfield, Service Director for Skills & Regeneration
Simon Taylor, Head of Town Centre Programmes, Development
Joanne Bartholomew, Service Director for Development

Apologies: Councillor Andrew Cooper
Councillor John Lawson

1 Membership of the Panel

Apologies were received from Councillor Andrew Cooper and Councillor John Lawson.

2 Minutes of the Previous Meeting

That the minutes of the meeting held on the 26th January 2023 be approved as a correct record.

RESOLVED: That the Minutes of the meeting held on 26th January 2023 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

All items were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Public Question Time

No questions were received from members of the public.

7 Dewsbury Town Centre Update

The Panel considered a report setting out an update in respect of the Dewsbury Town Investment Plan, which was introduced by Joanne Bartholomew, Service Director for Development. It was explained that the Council were working in partnership with the Dewsbury Town Deal Board on this item, and that the Ad-Hoc Scrutiny Panel had

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been invited to the next board meeting. Simon Taylor, Head of the Town Centres Programmes presented the report that highlighted:

- Town centre regeneration within Dewsbury was under pinned by the Dewsbury Blueprint which was launched early in 2020.
- The Blueprint set out a vision for the town centre and identified a series of key interventions for delivery over a 10-year period.
- The Plan aimed to bring more activity into the town centre, make it more attractive and improve accessibility.
- The Dewsbury Town Investment Plan was submitted in 2021 and agreed by Government. Subsequently, all 9 business plans were completed on time and approved.
- The final plan was given approval in February 2023, and the Town Deal programme would run until 2026.
- The Council was working closely with the Dewsbury Town Deal Board, comprised of local businesses and individuals as well as the local MP and Leader of the Council.
- The core town centre projects, that had the most significant impact, were concentrated on, with a note that smaller programmes were also embedded within the report.
- The key projects were:
 - Dewsbury Market – The Market would undergo a ‘root and branch’ change to create a model market for the 21st century. The project was being re-evaluated to bring it within the original funding envelope. The scheme had been granted planning permission. The start date was still to be confirmed.
 - Dewsbury Arcade – The project expected to deliver a mix of retail and business spaces. Planning permission was in place and an application had been submitted for a grant of £4.5m with a decision due in June 2023. The Arcade was planned to be opened in October 2024.
 - Dewsbury Town Park - The scheme would create an exemplary piece of new public space with the aim of improving the attractiveness of the town centre significantly. The project was under review to bring it within the funding envelope, and Officers were working with the Department for Levelling Up, Housing and Communities to ensure the business case remained relevant. The start date was still to be confirmed.
 - Fieldhouse and Daisy Hill (Residential opportunities) – Would create a new neighbourhood at the heart of Dewsbury which would help support town centre vibrancy and make the most of the heritage assets of the town. Early acquisitions were completed for Daisy Hill and the others were under negotiation. Planning had been secured for Field House and the enabling works started in December 2022. The commencement of work on site was planned for April 2023 with an estimated 12-month construction period.
 - Creative Culture Programme – There were 2 projects within the programme. Dewsbury would take a central role within major initiatives of WOVEN in Kirklees, Year of Music 2023, Temporary Contemporary and The Festival of Conversations. The second was a creative hub led by Brigantia Creative, who sought to set up a permanent base in Dewsbury Town Centre. It would provide an arts and cultural centre and support a year-round programme of cultural activities and events to animate the town

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centre and bring communities together. There were no confirmed dates for delivery.

- Dewsbury Revival Grant Scheme - The Building Revival scheme was aimed at providing support for the conversion of buildings to both residential and commercial space as well as improving shop fronts to a Conservation Area Standard. It supported 6 live schemes with 6-10 Westgate due to be considered by Cabinet on 14th March 2023.
- Dewsbury Bus Station - Whilst not part of the Town Investment Plan package, a new bus station in Dewsbury was proposed and was a West Yorkshire Combined Authority led scheme. The outline business case was approved, and the full business case was due to be submitted in February 2024. The estimated completion date was September 2025.

Councillor Eric Firth, Cabinet Portfolio Holder for Transport, also noted the importance of the 9 projects, and expressed confidence in respect of the bid made to English Heritage for the Dewsbury Arcade.

The Panel noted the presentation and in the discussion that followed asked questions around the following themes and issues:

- Acquisitions; what mix was being looked at with regards to the acquired building and flats?
- Bidding; what was the confidence in securing the bids, such as the Heritage fund?
- Finances; how long will the re-evaluation take, and will all projects be achievable? was it possible that additional funding would be required?
- Outcomes; what would be implemented to bring more people into Dewsbury? How would footfall be increased?
- Target Market; how would people be encouraged into the Town Market? What age group was the target market, and how would the younger age group benefit?
- North Kirklees; how does North Kirklees fit in with the marketing strategy across the whole district, and will smaller towns near Dewsbury be included?
- Town Park; were plans to create dispersed areas around the town centre or a centralised park?
- Decisions; was a Cabinet decision required in respect of any further changes to the business case?

In response to the Panel's questions around acquisitions, Joanne Bartholomew suggested that further information in respect of the Daisy Hill renewal be presented at a later date. It was outlined that the council would acquire a number of buildings for various strategic reasons and Daisy Hill was a long-term project that was not anticipated to be finished by March 2026. Councillor Eric Firth also highlighted the ability to make use of the buildings until plans had been made in respect of the long-term future of the acquisitions.

In response to the question on bidding, Joanne Bartholomew advised that officers were always looking at alternative funding methods. Over the past few years, over £43m of additional funding had been brought in to Huddersfield, Dewsbury and the smaller town centres. With regards to the Heritage Lottery Fund grant, the council

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worked with the Heritage Lottery Fund who had given support and had also met with the Dewsbury Town Board. Early indications were expected in May and a formal answer was expected in June.

Joanne Bartholomew further reassured the Panel that it was not unusual to re-evaluate projects and their funding due to circumstantial reasons (i.e.- COVID-19, inflation and import issues). Officers were confident that the outcomes, as per the Town Investment Plan, could still be met. It was taking some reshaping to be deliverable, but assistance from the portfolio holder and Dewsbury Town Deal Board were appreciated. There was no opportunity to ask for more money from Government but to rework the 9 projects back within the budget. Joanne noted that within the next 2 months, all schemes were expected to be brought back within budget. There was a blend of Council borrowing, from within the capital plan and from Government for the individual business cases. It would not be possible to move funding between projects, and no further borrowing or funding would be sought. Officers had asked for some time, as agreed with the portfolio holder and the Dewsbury Town Board, to reshape the projects instead to bring them in line with the original budget.

In response to the Panel's question in respect of achieving outcomes and increased foot fall, Joanne Bartholomew advised that there was an intention to allow the market to trade more days per week to fully utilise the days it was not trading. The outcomes sought to create a mixed economy of markets to bring in more antiques fayres and different types of market. The accessibility would also be improved with the upgrade to the bus station and the Trans Pennine developments to reduce the journey time between the larger cities and Dewsbury. Officers were also concentrating on the town centre operation, with polices on enforcement, street maintenance, supporting and growing local businesses, to make it a welcoming place.

In response to the Panel's question in respect of benefits to young people, Joanne Bartholomew advised that the Dewsbury Town Board had a youth member, nominated by Kirklees College, who helped provide insight with regards to how young people used the town centre and the restrictions of the current dynamic. Cross working with Kirklees College also helped officers understand how to get more young people into the town centre. The mix of offer for the new market had a higher balance for food and beverage, which would create an atmosphere and increase dwell time. The proposal would encourage young people to spend more time in the town centre alongside creating a family friendly early evening offer to prevent people travelling elsewhere.

Simon Taylor, Head of Town Centre Programmes - Development advised that the small centres team worked closely with the market teams to develop opportunities across some of the small centres such as Batley, Cleckheaton, Holmfirth and Heckmondwike. Cleckheaton had been a success with the farmers market and was to be used as a model to develop other areas. One size would not fit all and therefore the Council had to work with the communities and ward members to ensure the right offer was brought to the relevant small centre. Councillor Eric Firth assured the panel that the other villages had not been forgotten, however it may be a while before officers could bring them into scope due all the other projects currently underway. The catalyst for change was the Arcade project, that will likely be completed first, and increase footfall in Dewsbury.

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Simon Taylor further explained that Officers were in the process of mobilising a people and vehicle movement study to provide an understanding of the key routes through the town and allow necessary improvements to be made. Some of the work would be done in advance of the projects to ensure the routes were clear, safe and accessible. Other elements such as better policing and a suitable enforcement would also be investigated. Councillor Eric Firth highlighted the improvements already completed on the underpass, including fixing the lighting. Security was a key element therefore collaborative work between the police and authority would allow Dewsbury to feel safe, attractive, and vibrant for all. Simon Taylor also added that previous work had been undertaken to improve accessibility and mobility around the railway station to create a more pleasant environment to enter Dewsbury by rail.

Joanne Bartholomew advised the Panel of the key considerations regarding the park. These were that the park should be large enough to spend considerable time there, and there should be offerings for all such as a place to sit, play and meet but to also provide connectivity. There would be a focus to link the park with the arcade, market and town hall when reshaping the town park offer.

In response to the questions from the Panel in relation to decision making, Joanne Bartholomew advised that in all eventualities, there would be a three-way discussion between the Dewsbury Town Board, Government and the Cabinet. If the decisions remained the same, within the business case, there would be no further permission required by Cabinet. If there were changes, then the business case would have to return to Cabinet for approval.

RESOLVED: The Panel thanked officers for the presentation and noted the Dewsbury Town Centre report. It was agreed that:

1. Additional information regarding the regeneration and strategic acquisition of property in the Daisy Hill Area be provided to the Panel including a map of the area along with reasons for demolition or regeneration.
2. A future update in respect of the Town Centre Living Plan be provided to the Panel.
3. An update on the Market Strategy Mix be provided to the Panel.
4. An update on projects following re-evaluation be provided to the Panel.

8 Update on the Cultural Heart, part of the Huddersfield Blueprint

The Panel received an update on the Cultural Heart presented by David Glover, Senior Responsible Officer for Economy and Skills. The report updated on the RIBA stage 3 design, which had been recently completed and also advised that:

- The Huddersfield Blueprint aimed to transform the town centre. As one of six key elements, the Cultural Heart focused on the Queensgate Market area and included regenerating iconic and historic local buildings such as the library/gallery and the market hall.
- Proposed elements of the Cultural Heart included a new library, town park, museum, gallery, food hall, as well as an indoor and outdoor event venues (for live music, theatre, cultural events, and conferences) and more parking.
- One of the major aspects of the scheme, preparing and informing the design, was the consultation.

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- Various methods of consultation had taken place since 2019, including with disabled groups to inform the design.
- External advice had been sought from a disability and inclusivity consultant to advise on going beyond the current best practice, along with other colleagues in Kirklees. This detailed process generated multiple outcomes and design solutions.
- There had been various methods of engagement through digital and non-digital methods, to ensure everybody could be involved.
- The RIBA stage 3 design was now complete, and planning had been granted for the full masterplan.
- The Gateway 3 final RIBA design was planned to be presented to Cabinet in June 2023, along with planning and procurement, and Gateway 4 was expected to be presented to Cabinet during quarter 1 of 2024.
- The library, food hall and event square would have a two-stage procurement of design and build, with an expected start date of March 2024 and completion date of October/November 2025.
- Key priorities of the project were meeting energy and sustainability targets, i.e.- the library design focused on the use of timber to keep carbon figures down.
- There would be an event space on the top of the library. Close collaboration between the Library Team and West Yorkshire Archive Service helped to inform the design.
- The food hall would sit in the refurbished market hall with an event square outside in the public realm. The designs in the paving of the square would reflect the textile heritage of Kirklees and there would also be water features.
- The museum would be housed in the old library building, and there was close collaboration with the Museum and Gallery team to influence the design of the spaces.
- The outdoor public realm would include Gardens which would be highly planted areas.
- The Play zone's design was influenced by the heritage, music, and landscape of Huddersfield. There would be bespoke play equipment and natural play elements that reflected on the influences.
- The Venue and Multistorey Car Park would be erected on the site of the old car park. There would be a high use of timber to support carbon reduction.

The Panel noted the presentation and in the discussion that followed asked questions around the following themes and issues:

- Clarity on the phasing; the Library, Foodhall and Events Square was mentioned in the timeline, but what about the rest of the plan?
- Financials; would the proposed plans be carried out within budget? would additional funding be required from other sources, and was any borrowing still affordable?
- Transport; how would the extra footfall into the town be sustained and how would the public transport and current car parking cope?
- Decision Points; at what phase would the other planned builds generate decision points?
- Accessibility; would there be options for British sign language signs?
- Lighting; what would there be to ensure safety?

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In response to the Panel's question in respect of clarity on phasing, David Glover advised that phasing would be presented to Cabinet as part of the Gateway 3 decision. Cabinet at that time would be able to decide in respect of Phase 1. The available cash had not changed, and since the start of the project, an inflation allowance had been utilised to cope with the inflation and it was not envisaged that difficulties would arise with the budget.

Responding to the questions around transport, Joanne Bartholomew highlighted the layout of the town and a vehicle movement strategy aimed to improve transport and movement around the town centre. Officers were also exploring other options such as the free town bus, taxi pickups/drop offs, accessible and attractive walking routes from transport hubs (i.e., train station) and the expansion of the parking offer at Kingsgate shopping centre. Active travel options would be encouraged, as well as being able to drive into the town centre and park. David Glover advised that the transport assessment in the business case predicted that 70% of visitors would be joint with other visits into town therefore not generating additional traffic.

With regards to the Venue, Museum, Gallery and the Playzone, Joanne Bartholomew reassured the Panel that there would be a focus on the alignment of the projects to ensure minimal impact whilst managing the construction and outcomes. David Glover added that officers were previously prepared to deliver the project in one go but had been asked to create phasing to give a wider scope of options and choices for delivery.

Responding to the questions around finances, Joanne Bartholomew advised that there was an expectation to deliver within the current budget. Options for additional funding would come forward during RIBA stage 3 in June. Officers were consistently investigating sources of additional funding to identify where the Council's borrowing could be supplemented or replaced. The Arts Council previously had investment in buildings, communities, and events for example, and as opportunities presented officers would attempt to make use of them but with awareness that the Council's borrowing was a significant commitment. Joanne stated that all the capital discussed remained in the Council's capital plan and the Council's Section 151 officer would be best to advise on the affordability of the borrowing.

David Glover noted that he was not aware if British sign language signs were already included in the plan and agreed to investigate further. In respect of lighting and safety, Joanne Bartholomew informed the Panel that there were plans for the inclusion of plenty of carbon friendly LED lighting to ensure and increase safety.

RESOLVED: The Panel thanked officers for their attendance and noted the update. It was agreed that:

1. An update on Phasing be provided to the Panel at the appropriate time.
2. The outcomes of consultations around accessibility initiatives be shared with the Panel.
3. Vehicle and Movement Strategies be provided to the Panel at the appropriate time.
4. British Sign Language signage to be included in the design.

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KIRKLEES COUNCIL

COUNCIL/CABINET/COMMITTEE MEETINGS ETC

DECLARATION OF INTERESTS

Growth & Regeneration Scrutiny Panel

Name of Councillor

Item in which you have an interest	Type of interest (eg a disclosable pecuniary interest or an "Other Interest")	Does the nature of the interest require you to withdraw from the meeting while the item in which you have an interest is under consideration? [Y/N]	Brief description of your interest

Signed:

Dated:

NOTES

Disclosable Pecuniary Interests

If you have any of the following pecuniary interests, they are your disclosable pecuniary interests under the new national rules. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.

Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.

Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.

Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged.

Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.

Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.

Any tenancy where (to your knowledge) - the landlord is your council or authority; and the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.

Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -

(a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and

(b) either -

the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.



Name of meeting: G&R Scrutiny Panel

Date: 14 August 2023

Title of report: Damp, Mould and Condensation

Purpose of report: To inform G&R Scrutiny Panel of the current situation with damp, mould and condensation in Council Homes, actions taken to date to respond and next steps for change and improvement to approach

Key Decision - Is it likely to result in spending or saving £500k or more, or to have a significant effect on two or more electoral wards? Decisions having a particularly significant effect on a single ward may also be treated as if they were key decisions.	Not Applicable
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	Key Decision – No Private Report/Private Appendix – No
The Decision - Is it eligible for call in by Scrutiny?	Not Applicable If no give the reason why not
Date signed off by <u>Strategic Director</u> & name Is it also signed off by the Service Director for Finance? Is it also signed off by the Service Director for Legal Governance and Commissioning?	David Shepherd 21 June 2023 Dean Langton Julie Muscroft
Cabinet member portfolio	Councillor Cathy Scott, Housing and Democracy

Electoral wards affected: All

Ward councillors consulted: No

Public or private: Public

Has GDPR been considered? Yes

1. Summary

- 1.1. In November and December 2022, a rapid review of the council's approach to damp, mould and condensation was undertaken and a report setting out the issues and an action plan to address these was produced.
- 1.2. The rapid review and action plan identified three main areas for improvement, communication, data and intelligence and process. In January 2023 a task and finish group was formed with officers from across the council. The group has been meeting weekly since January, delivering changes to the short-term approach to damp, mould and condensation with a focus on dealing with and resolving the current caseload. The group have also begun work on the redesign of processes for the longer term.
- 1.3. An update report was presented to SLT, Portfolio Holder and LMT in February and HAB in March. This showed that job volumes for damp, mould and condensation had increased considerably over the period from December. The total number of jobs at that time was equivalent to the average annual total for the preceding three years. Case numbers continue to increase through April and reached a peak in May.
- 1.4. This report provides an update on the delivery of the action plan and sets out the current situation in relation to damp, mould and condensation in council homes.

2. Information required to take a decision

2.1. Progress to date

- 2.1.1. In December 2022 the review identified the need for a more streamlined approach to improve the efficiency and effectiveness of damp, mould and condensation services. This is being addressed through short term changes to processes and service delivery to support management of current cases. The learning from activity to date has been used to inform the requirements for the long-term redesign of the damp, mould and condensation process.
- 2.1.2. There is now a dedicated IT system, where all relevant information about damp, mould and condensation is brought together in one place. All officers in Homes and Neighbourhoods and Kirklees Direct have access to this system and have received guidance on how to use it. Details of all contacts with residents relating to damp, mould and condensation are recorded in the system along with other data to help improve our response (such as vulnerabilities and whether there is mechanical ventilation in the home). This system is used to provide information to a dashboard that enables management oversight of case information and supports intelligence-led delivery of activities.
- 2.1.3. The intention was to further extend the dedicated system to include information from the mould treatment contractor's system and on complaints. It has not been possible to pull in data from the contractor's system and to mitigate for this, a number of officers have been given access through a portal to enable oversight and management of cases

and to support communication with residents. The interfaces associated with the complaints system are being looked at, to understand what information they can provide and whether they are compatible with the dedicated system.

- 2.1.4. There is now a dedicated Single Point of Contact (SPoC) made up of officers from Housing Management and Assets who deal with all incoming calls about damp, mould and condensation. Calls received through the main Kirklees switchboard can select an option which directs their call to the SPoC. Call volumes have fluctuated since the SPoC was put in place, the average call wait time is reducing and call resolution times are improving as officers become more familiar with systems and the subject matter of damp, mould and condensation calls.
- 2.1.5. Outbound calls are being made to residents with open cases to understand the current situation with their home and to pursue access where it has not been gained for works to be undertaken. These calls are being made by staff from across Homes and Neighbourhoods and Kirklees Direct. Kirklees Direct are making calls out of hours and this has helped to improve the success rate of contacts made. The updated information along with the other information held in the system is being used to triage and categorise cases and to make the necessary checks to ensure that other related works such as repairs of leaks have been completed. Figures for completions are reviewed each week and follow-up actions such as calls to make appointments for no-access properties are prioritised by the project team. Where two calls have been made to a resident but officers have not spoken to them, a letter is sent out asking them to contact the SPoC.
- 2.1.6. Where the triage process identifies the need for a surveyor call or visit, a process is in place to contact the resident and make an appointment. Video call technology being used by Property Services is being extended for use by Assets Surveyors. Surveyors will call and be able to look at the home and decide whether they need to visit or whether other courses of action are required. Where surveyor visits have already taken place a range of issues and actions have been identified, these are mainly mould treatments, outstanding repairs and building improvements, one home has been scheduled for further investigation for a possible breach of the damp proof course and two residents have been referred for further support from other parts of the Council.
- 2.1.7. A team of temporary decorators is in place in Property Services and are delivering mould treatments. Capacity in the team has gradually increased since commencement in March and jobs are currently being completed at an average rate of 48 per week since the beginning of May (there have been three 4-day weeks during this period). There is an average weekly no-access rate of 20 and the week ending 12 May saw the highest level of abortive or cancelled visits at 46. The system put in place for the SPoC to call residents where access cannot be gained is helping to improve access rates.

- 2.1.8. The decorating team in Property Services has implemented a 3 no-access process for mould treatment cases. The team work with the SPoC and Housing Management teams to maximise access by visiting homes and contacting residents by telephone to make appointments. When there have been 3 unsuccessful attempts to access the home, a letter is sent to the resident asking them to contact the SPoC.
- 2.1.9. A process has been implemented to group together follow-on works from mould treatment visits for individual homes. This enables management of works to be coordinated and provides greater oversight of delivery. Reports produced by the mould treatment contractor for previously attended and closed jobs are being reviewed and checks undertaken that, where follow-on works or inspections were recommended, these have been completed.
- 2.1.10. A leaflet has been produced for distribution to all residents to aid identification of damp, mould and condensation issues and to encourage them to report these to the Council. A short film is also being developed to provide information for residents and will be added to the page on the council's website where residents can access short films on the 'big six' areas of compliance. The leaflet is available in several languages and the short film lets residents know how to access translations. Officers are looking at how this type of information can be communicated to residents who are blind or have visual impairments. A plan for the roll-out of leaflets and the video is being developed with the aim of maximising the number of residents to be reached.
- 2.1.11. Calling cards for damp, mould and condensation visits to be left at homes where the resident was not in have been produced and are being used by staff across Homes and Neighbourhoods. These cards provide details of how to contact the SPoC so that we can deal with these types of contacts more efficiently.
- 2.1.12. The materials left with residents following a mould treatment visit are being redesigned to support them in reducing the likelihood and impact of condensation where this is something they are able to influence. The materials also ensure that residents know when and how to escalate and report issues to the Council.
- 2.1.13. A programme to extract and refill cavity wall insulation in 100 – 110 homes has been developed for delivery in 2023/24. Homes included in this programme have been identified through Green Doctor visits, damp, mould and condensation cases and complaints. This programme will be partially funded by WYCA through their Retrofit Accelerator Scheme.
- 2.1.14. A training matrix for all officers in Homes and Neighbourhoods has been developed and gap analysis and costing is being carried out. West Yorkshire Housing Partnership (WYHP) has purchased an e-learning module on damp, mould and condensation for use by all members. This

learning module is currently being rebranded and tailored for member use and once this is complete, we will add the training to My Learning. The e-learning training will be mandatory for all officers in Homes and Neighbourhoods and it is proposed that it be made available across the Council and be mandatory for all staff who have contact with residents.

2.1.15. Contract management discussions with the external mould treatment contractor have identified issues that have contributed to the backlog of cases. They experience high levels of no-access visits, to assist with this, officers are following the process set out at 2.1.7 when the contractor makes the Council aware of no-access issues. The contractor currently delivers a three-stage process to homes (clean, treat, paint) following a surveyor inspection and the timescales for completion are 4- 6 weeks. The turnaround time and closure rates for jobs needs to be improved to ensure the current caseload is brought down to manageable levels by October. Officers are meeting with the contractor on a weekly basis to discuss service delivery and deal with issues arising.

2.1.16. The activity to develop service standards for ventilation has identified that the time from identifying the need for the installation of fans to completing the work is protracted by building survey requirements. A workstream group are reviewing processes and requirements associated with this to identify opportunities to reduce the time to complete, whilst complying with health and safety requirements.

2.1.17. An officer from the Partnerships team in Homes and Neighbourhoods has recently joined the task and finish group to help connect up with Public Health work on health and housing. Public Health is delivering a pilot study on asthma and working with Groundworks and Green Doctors in one Primary Care Network to assess and monitor the environment in homes. A process for referrals received through this scheme is in place to enable works to be managed and coordinated and to help identify learning to be applied more widely. Council data on health conditions will be overlaid on damp, mould and condensation case information. This information is for the whole population, not specifically those living in council homes, but will still help in identifying geographical trends and areas where more in-depth investigation should be carried out.

2.1.18. As the action plan has been delivered, the tasks carried out have responded to the changing situation and need. The action plan is currently being reviewed to ensure that the right activities are being delivered and that the right capacity is in place to support this. Revisions to the project plan and approach will be completed by the end of June and then implemented immediately.

2.2. Case volumes

2.2.1. The table below shows volumes of cases at points in time concurrent with reporting dates. Case volumes continued to grow following the report in February 2023 and reached a peak at 1892 in May 2023.

	1 December 2022	13 February 2023	2 August 2023
Ordered mould treatment jobs waiting to be passed to contractor	321	778	0
Open mould treatment jobs with external contractor	423	1285	891
Open mould treatment jobs with Property Services			117
Open case awaiting surveyor call or visit			227
Completed jobs awaiting closure on Total		103	0
Duplicate jobs on Total		222	0
Open jobs where follow-on/ improvement works or repairs are required			482
Total no. of jobs awaiting resolution	744	1738	1717

2.2.2. Damp, mould and condensation cases continue to be received and the weekly average job rate required to bring the caseload down to a manageable level (no more than 100 open jobs) by October is 115. The number of jobs completed weekly vary considerably for both the external and in-house contractors but generally the average completed is half of that required now. The project team are now urgently looking at options for additional capacity to deliver mould treatments to bring case numbers down to a manageable level.

2.2.3. For those cases that require a surveyor call or visit the outcomes could result in the need for a mould treatment, follow-on or specialist works or repairs. Processes are in place to ensure that as surveyors complete a visit, the actions required are managed and delivered to completion. Actions arising are overseen by the project team and where a mould treatment is needed, the impact of this on weekly completion rates required will be assessed and managed. Surveyor visits should be completed by the end of August.

2.2.4. Analysis of damp, mould and condensation cases over the last 4 years shows that normally reports start to rise in October, reach a peak in November and then gradually reduce from November to April, flattening out over the spring and summer months. Levels of reports are high and based on treatment costs for individual jobs it appears that a high proportion of jobs are small in scale and extent (size of area affected). This would seem to suggest that residents report damp, mould and condensation issues promptly.

- 2.2.5. There are 13 specialist damp jobs being delivered at present. 30 specialist jobs have been completed since February and 6 new cases have been received. There are 29 specialist jobs awaiting a survey at present, at least half of these are damp related.
- 2.2.6. 18 households were decanted between February and June to enable specialist works to be delivered. There are currently a total of 83 households awaiting decant of which 49 relate to specialist works mainly related to damp. The longest wait for a decant for specialist works is 3 years, this is because it has not yet been possible to find a suitable property for the household based on their allocation banding and specific needs. This case was put forward to decant panel on 20 and 27 June but a matching property has not yet been found. Of the 49 households requiring a decant, 32 await consideration by panel, 8 have accepted a property, 1 has been offered a decant property, 2 have had decant properties identified, 3 are on hold, 1 is in a legal process, 2 are being re-surveyed.
- 2.2.7. All residents with outstanding specialist work where a decant is required are being contacted by telephone to ask for updated information on their situation and the list is being reassessed to RAG rate properties based on condition and the risk to residents. A surveyor will visit homes where the condition needs to be reviewed due to the duration the work has been outstanding or if the call with the resident suggests this is needed. This activity will be completed by 21 July.
- 2.2.8. Since the last report in March 2023 there have been 43 complaints about damp, mould and condensation, 40 of these were resolved at Stage 1 and 3 at Stage 2. The majority of stage 1 complaints were related to the waiting time for a mould treatment to be undertaken or because a mould problem had reoccurred.
- 2.2.9. There are currently 424 open disrepair claims, the majority of which are related to damp from leaks and other sources. Of these 424 cases, 51 are open and in litigation, 36 have been settled and 337 are non-litigated cases covered by the 6-year rule (disrepair cases remain open for 6 years following 'closure' or settlement and can be reactivated at any time during this period). There are disrepair related works ongoing in 70 homes.
- 2.2.10. Analysis has identified 20 homes with a high number of damp, mould and condensation reports over the last four years and 443 homes with an above average number of reports. The history of reports of damp, mould and condensation and other repairs and asset data for these homes is being investigated along with the need for further surveys to inform understanding of the underlying issues and proposals for remedial works.

3. Implications for the Council

3.1 Working with People

3.1.1 This work will improve the living conditions and safety of tenants and residents. The principles created for the redesign work put customer experience first and aim to design processes and approaches that ensure residents receive a high-quality service which resolves issues promptly and fully. Resident and member involvement in the redesign is key to creating a service offer that addresses their everyday issues and concerns and provides safe homes.

3.2 Working with Partners

3.2.1 Work to date has not involved partners. There will be a number of partners who work with residents and who are aware of the state of their homes and how this may be impacting on their health and wellbeing. As the redesign progresses it will look for opportunities to engage with and involve partners.

3.3 Place Based Working

3.3.1 This work is moving the delivery of reactive and proactive responses to mould, damp and condensation and the underlying causes to one that is intelligence led. It embeds learning to support continuous improvement and will involve members and residents.

3.4 Climate Change and Air Quality

3.4.1 Works carried out to homes will have a climate impact through the removal of existing construction components and materials and the provision of new. The carbon footprint of activity is not yet understood. Once new delivery models are embedded and case numbers have stabilised methods to measure climate impact will be developed.

3.5 Improving outcomes for children

3.5.1 For children living in homes affected by the works their safety and living conditions will be improved. This should in turn lead to better physical and mental health.

3.6 Financial Implications for the people living or working in Kirklees

3.6.1 Works that improve the fabric of homes (such as insulation provision or renewal) should improve thermal performance and help residents to keep their homes warm at a lower cost.

3.7 Other (eg Integrated Impact Assessment (IIA)/Legal/Financial or Human Resources) Consultees and their opinions

3.7.1 A Stage 1 IIA has been carried out for the process redesign activity and at this point, a Stage 2 assessment is not required.

ASSESSMENT SUMMARY

Theme	Calculated Scores						Stage 2 Assessment Required
	Proposal	Impact	P + I	Mitigation	Evidence	M + E	
Equalities	6	3.5	9.5	0	2	2	No
Environment		4.1	4.1	5	2	7	No

3.7.2 The service changes are currently considered likely to have either a positive or neutral effect on equalities and the environment.

3.7.3 The Stage 1 IIA will be reviewed and revised once proposals are more fully developed and following engagement with residents. If there are changes that indicate a requirement for a Stage 2 assessment or changes to project approach then these will be acted upon.

4. Consultation and Engagement

- 4.3 The principles for the redesign of damp, mould and condensation processes are resident focussed and aim to improve communication and resident experience. A proposal for engagement with residents to understand their experience of the current approach to damp, mould and condensation and to take forward a coproduced redesign has been developed and the proposed approach will be discussed with TAGP on 28 June for input. Residents to approach for involvement in the redesign activity are being drawn from case lists for damp, mould and condensation and the aim is to have a group with experience of the service prior to and post the changes outlined in this report.
- 4.4 A further proposal will be drawn up to ensure residents and members are involved in assessing the success of the redesign process, as well as the review and measurement of future service delivery.
- 4.5 The task and finish group are working with the Corporate Transformation Team to incorporate the principles from the Access to Services programme into the redesign approach.

5. Next steps and timelines

- 5.1 The review of the current service delivery model with the external mould treatment contractor will be completed by 7 July. If any changes are needed it will be necessary to join this work up with other ongoing service change and transformation activity in Homes and Neighbourhoods relating to decorating provision for residents.
- 5.2 The scoping and definition of requirements for a new delivery model will commence on 3 July. The exercise will appraise options for in-house delivery and external commissioning of mould treatment services to support a zero-tolerance approach to damp, mould and condensation. This work will be completed by the middle of August. The current contracts for mould treatment services expire in September 2023 and include the ability to extend for 12 months. The need to extend these contracts for a short period to allow a new model to be introduced is being considered and tied in with ongoing contract discussions about the current service being delivered.
- 5.3 A programme of servicing for ventilation will be developed for commencement in 2024/25. The initial activity to produce a comprehensive data set in the Assets system will be completed by the end of August. The training matrix identifies qualifications and competencies needed by electricians to support servicing and maintenance of ventilation installations.
- 5.4 E-learning on damp, mould and condensation will be rolled out as described at 2.1.12 in July (subject to completion and issue of the module by WYHP).
- 5.5 The gap analysis and costing of the training matrix will be completed by the end of July.

- 5.6 A strategy for dealing with and responding to damp, mould and condensation will be developed to align with the emerging Asset Strategy.
- 5.7 The redesign of damp, mould and condensation processes will continue to the next stage, resident engagement. Once engagement is completed new processes will be implemented and review mechanisms put in place. This will be completed before October when case numbers are likely to rise towards a seasonal peak.
- 5.8 The connections between Public Health work on health and housing and the approach to damp, mould and condensation will be developed.
- 5.9 Service standards for ventilation will developed to help tackle the underlying causes of damp, mould and condensation. Learning from the activities described at 2.1.5, 2.1.8 and 2.1.14 will inform the standards and help to develop processes to support their implantation and management.
- 5.10 Data sets to support an intelligence led approach to damp, mould and condensation and investment plans to address the underlying causes will be further developed. The opportunity to incorporate learning from current activities, further triage and survey and other data sources will be investigated.

6. Officer recommendations and reasons

- 6.1 It is recommended that Cabinet:
 - 6.1.1 agree that damp, mould and condensation e-learning be mandatory for staff across the council who speak with or visit residents
 - 6.1.2 note the contents of this report and the status of the action plan
 - 6.1.3 receive regular updates on progress with the action plan

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder agrees with the officers recommendations set out in section 6 above.

8. Contact officer

Hannah Elliott, Head of Assets and Development, Homes and Neighbourhoods

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01484 221000 ext 76400

9. Background Papers and History of Decisions

10. Service Director responsible

Naz Parkar, Director Homes and Neighbourhoods



Name of meeting: G&R Scrutiny Panel

Date: 14 August 2023

Title of report: Tenant Safety in Council Housing

Purpose of report: To update on the situation with tenant safety in council housing

<p>Key Decision - Is it likely to result in spending or saving £500k or more, or to have a significant effect on two or more electoral wards? Decisions having a particularly significant effect on a single ward may also be treated as if they were key decisions.</p>	<p>Not Applicable If yes give the reason why</p>
<p>Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u></p>	<p>Key Decision – No Private Report/Private Appendix – No</p>
<p>The Decision - Is it eligible for call in by Scrutiny?</p>	<p>Not Applicable If no give the reason why not</p>
<p>Date signed off by <u>Strategic Director</u> & name</p> <p>Is it also signed off by the Service Director for Finance?</p> <p>Is it also signed off by the Service Director for Legal Governance and Commissioning?</p>	<p>David Shepherd 26 July 2023</p> <p>Dean Langton</p> <p>Julie Muscroft</p>
<p>Cabinet member http://www.kirklees.gov.uk/you-kmc/kmc-howcouncilworks/cabinet/cabinet.asp</p>	<p>Councillor Cathy Scott, Housing and Democracy</p>

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

Has GDPR been considered? Yes

1. Summary

- 1.1 Tenant Safety is a Portfolio Holder and service priority. This report provides an update and information on activity relating to the 'big 6' areas of building safety, fire, asbestos, water, gas, electrical, lifts, particularly fire where there has been, and continues to be, considerable focus.
- 1.2 In June 2021 the council referred itself to the Regulator of Social Housing in relation to fire safety matters at high-rise blocks. Since then, officers have focused on delivering programmes of fire safety works, inspections and re-inspections and developing longer term refurbishment and regeneration plans for these buildings. Regular contact is maintained with the Regulator and updates are provided on progress and issues.
- 1.3 Under the Building Safety Act higher-risk buildings are classified as those of 18m or 7 storeys or more. The council has four such buildings, Harold Wilson Court, Buxton House, Holme Park Court and Bishops Court. Higher risk buildings are subject to greater requirements under the Act at present. It is expected that the provisions under the act for higher-risk buildings will eventually be extended to other multi-storey buildings and the approach to carrying out remedial works and implementing systems for safety and control is being applied now to accommodate the possibility of this change.
- 1.4 High-rise buildings have been a priority for larger scale remedial works, and the plans for remedial schemes to 6-storey blocks, Retirement Living Schemes and low-rise blocks are now being developed. These plans encompass structural, mechanical and electrical, and condition issues in addition to fire safety.

2. Information required to take a decision

2.1 Resident Involvement

- 2.1.1 The Tenant Involvement and Empowerment Standard sits within the Regulator of Social Housing's Consumer Standards and plays a key part in the Building Safety Act 2022 and the Social Housing (Regulation) Bill that is making its way through Parliament. These regulations set out requirements for engagement with residents on matters relating to fire and wider building safety matters.
- 2.1.2 The Fire Safety Resident Engagement Team (FSRE) were recruited to deliver the Fire Safety Engagement Framework. This dedicated team works closely with Building Safety and Neighbourhood teams to engage with tenants and leaseholders. The team takes a central role in the development, co-ordination and delivery of fire safety actions including communication with residents living in high-risk residential buildings.
- 2.1.3 The team monitor and report against three performance indicators and one key performance indicator. Data is captured through planned activities and day to day engagement with tenants. The table below describes quarter 4 performance for 2022/23.

Measure	Performance (Qtr 4)
Satisfaction with ability to raise concern on fire safety	89%
Tenants understanding of their fire safety responsibilities	100%
Tenant knowledge of fire safety improved following engagement	100%
Tenants satisfied they understand how the Council is keeping them safe in their home in relation to fire safety	100% (KPI)

The Tenant Satisfaction Measures set out in the Consumer Standards include a question relating to tenant satisfaction with the safety of their home and in future this will be monitored and reported against instead of the current KPI.

2.1.4 Homes and Neighbourhoods Fire Safety Resident Engagement Framework is an integral part of the Fire Safety Management Plan. The Framework commits the council to:

- Have a range of methods in place to allow tenants and residents to get involved in a way and at a level that suits them.
- Encourage and develop a wider range of innovative, less formal approaches to encourage more people to play their part in fire safety.
- Have arrangements in place to consult and involve tenants and residents who are not involved in formally recognised groups, and
- Make a special effort to reach those tenants and residents who do not normally get involved

2.1.5 The approach to engaging and communicating with residents around fire safety supports the recommendations in the Building Safety Engagement Best Practice Report, released in March 2021. This independent report commissioned by Government included recommendations for good practice when engaging with residents on fire and building safety issues. The four recommendations in the report are underpinned by the following principles:

- Building trust with residents
- Providing a clear explanation of why access is needed
- Using effective communication methods
- Delivering the service well
- Understanding and mitigating any factors impacting on the resident
- Using a personalised approach

2.1.7 The approach to delivering the Fire Safety Engagement Framework is also aligned with the objectives set out in the H&N 'Get Involved' Tenant Involvement Strategy. This strategy is being reviewed but currently states that the council will:

- Listen to what tenants are telling us

- Put in place the right support for tenants so they feel empowered to engage effectively
- Ensure all tenants have a strong voice and can influence key decisions
- Make sure engagement is planned, monitored and measurable with clear outcomes
- Use a wide and flexible range of involvement tools and opportunities to promote fairness and inclusion, recognising that one size does not fit all
- Create opportunities for projects to be delivered that utilise the strengths of our tenants and enable individuals to do more for themselves and each other
- Give clear feedback on how the council has acted upon what tenants tell them and what difference their contribution has made

2.1.8 The work also complements key principles that inform H&N's journey towards service excellence namely that, 'the experience of the tenant come first' and 'contact with tenants is always an opportunity for feedback'.

2.1.9 The FSRE Team carry out PCFRAs to help identify residents who are at higher risk, from fire in their home or their ability to evacuate in the event of fire. This could be related to how they use their home or their ability to respond to a fire alarm. Where a PCFRA is carried out and specific needs are identified, actions are put in place to eliminate, reduce and manage risks. This ranges from providing specialist evacuation alert equipment to working over a longer period with residents to declutter and remove items from homes where hoarding is an issue. Many tenants who the team work with on hoarding, enter into voluntary agreements to allow regular inspections of their homes to help reduce the likelihood of a build-up of possessions becoming an issue again.

2.1.10 The Tenant Advisory and Grants Panel ensures the voice of tenants and leaseholders is heard and influences the development and delivery of council housing services. The Panel monitors how well the council delivers on the Consumer Standards for Social Housing, receives regular updates and reports on fire and building safety and contribute to and advise on the development of policy and procedure.

2.2 High-rise buildings – fire safety remedial works and risk management

2.2.1 The delivery of remedial works at high-rise buildings is well progressed and there are a number of risk management and mitigation measures in place. Berry Brow flats are due for demolition and site redevelopment and Buxton House is due to be remodelled and refurbished in future years. Refurbishment works to address fire safety issues are due to start at Harold Wilson Court at the end of July.

2.2.2 At Berry Brow flats (Bishops Court and Holme Park Court) the following remedial works are in progress or have been completed:

- Fire rated flat entrance doors are fully installed at Holme Park Court and there are 2 outstanding architrave installations in Holme Park Court due to a lack of access.

- Part 6 fire detection systems have been installed to most flats, there are 2 installations outstanding at Holme Park Court and 5 in Bishops Court due to a lack of access.
- Communal fire door installation is virtually complete, with 4 doors in Bishops Court requiring renewal due to damage caused prior to handover. There are 6 doors awaiting handover where additional information is required from manufacturers to enable sign-off.
- Adaptations have been carried out to the Part 1 (communal) fire alarm system in both buildings.
- 1 Automatic Opening Vent (AOV) has been installed at Holme Park Court. There are 15 AOVs to install at Holme Park Court and 16 at Bishops Court. There has been a serious delay with this work because of a contractual negotiation around a payment claim. That issue was resolved in March and at that time the contractor put forward a programme for completion in a 9-week period. Work has not recommenced on site because of sub-contractor issues which the contractor has not yet resolved. Council officers have provided information and support to try and resolve this matter, but it is ultimately the responsibility of the contractor. The contractor expects to be able to confirm a start on site date by 4 August 2023.

2.2.3 The procurement process for a design team for Berry Brow flats is complete with Frank Shaw Associates the preferred bidder, their appointment has been agreed by the Strategic Director of Growth and Regeneration under delegated powers. The design team are now developing options for the site with a view to submitting a detailed planning application by the end of 2023.

2.2.4 Decanting of Berry Brow is ongoing and there are currently 54 properties of 98 that are void in Bishops Court and 32 of 96 are void in Holme Park Court. Residents with Person Centred Fire Risk Assessments (PCFRAs) have been prioritised as part of the decanting plan with 1 remaining resident in Bishops Court with a PCFRA in place, this tenant has a current offer of an alternate property and is due to move in the near future. Berry Brow provides temporary accommodation for Housing Solutions and vacant flats in the building will be used to provide short term support for increased pressure in this area. In 2023, up to twenty units will be provided for temporary accommodation and following a review of the success of this approach, up to a further 40 could be brought into use in 2024. The provision of temporary accommodation runs concurrently with the decant programme. Measures are in place to manage empty flats with letterboxes closed off, water systems decommissioned and the waking watch providing additional checks on empty properties.

2.2.5 At Buxton House the following remedial works have been completed:

- Fire rated flat entrance doors have been installed to all but one flat, where the leaseholder has not responded to contact.
- Communal fire door installation is complete.
- 2 AOVs require installation and the units have been designed and are on order.
- Part 6 alarm systems have been installed in all but one flat, where the leaseholder has not responded to contact.

- 2.2.6 Concept design proposals (RIBA Stage 2) for Buxton House are almost complete. Draft designs for consultation will be presented to the Council Housing Supply Board on 12 July, following which tenant and stakeholder consultation will take place through July and August. The current programme aims to submit a detailed planning application in September 2023. The process of finding suitable alternative accommodation for residents has commenced.
- 2.2.7 At Harold Wilson Court the following remedial works are in progress or have been completed:
- Fire rated flat entrances doors have been installed to all flats.
 - Part 6 fire detection is fully in place.
 - Communal fire door installation is complete.
- 2.2.8 The wider fire safety works at Harold Wilson Court including the replacement of the external wall insulation (EWI) system, installation of sprinklers, new fire alarm and evacuation alert systems started on site at the end of July 2023 and are programmed to take 65 weeks to complete. Resident engagement has been ongoing for the last few months and will continue throughout the works. Decant and respite properties have been put in place to minimise the impact of the works on residents and to enable works to be undertaken efficiently and appropriately.
- 2.2.9 In all cases where fire safety remedial works cannot be undertaken because of access to homes, there is an escalation process in place. This ultimately results in a request to Public Protection for action to be taken under the Environmental Protection Act and a warrant sought for entry.
- 2.2.10 The following risk management measures are in place in all high-rise blocks:
- 24-hour CCTV monitoring and waking watches (2 officers, 12-hour shifts in each building) are in place.
 - All fire safety repairs are assigned as Emergencies with a response time of 3 hours.
 - Emergency lighting.
 - Fire alarm and emergency lighting tests are carried out weekly.
 - Trade button access has been removed from high rise blocks. Access can only be gained via a key or if provided by a resident or concierge.
 - Information has been provided to all residents in high-rise blocks about fire safety measures and their role in keeping their homes and building safe. This information is updated and re-provided as the situation changes.
 - Temporary simultaneous evacuation arrangements are in place until works are completed and risk assessments revisited.
 - Specific arrangements are in place for those residents with a Person-Centred Fire Risk Assessments (PCFRAs).
 - West Yorkshire Fire and Rescue Service have upgraded their response to fire alarms at high rise blocks and bring an additional pump, engine and high ladder to each call.

- Any incidence of fire triggers the undertaking of a new Fire Risk Assessment.
- Legionella Risk Assessments and controls
- All voids are surveyed for asbestos

2.2.11 At Berry Brow the following additional measures are in place:

- Monthly air testing for asbestos is undertaken.
- Monthly water sampling has been introduced as an extra control measure to manage the risk from vacant properties.

2.3 6-storey, low-rise and retirement living schemes blocks – fire safety remedial works

2.3.1 In April 2023 Cabinet agreed a report setting out the revised approach to the procurement and delivery of fire safety remedial works for 6-storey, low-rise and retirement living scheme blocks. Cabinet resolved that:

- approval be given to the direct award of fire remedial works to two 6-storey blocks to Fortem Solutions Ltd.
- approval be given to the packaging and delivery of the remaining ten 6-storey blocks, retirement living schemes and low-rise blocks.
- approval be given to enter into formal engagement with affected residents as set out in section 5 of the considered report.
- authority be delegated to the Strategic Director Growth and Regeneration and the Service Director, Finance to sign off and agree the final costs prior to contract award for the direct award to Fortem Solutions Limited.
- authority be delegated to the Strategic Director Growth and Regeneration in consultation with the Service Director, Legal and Governance to award future tenders for packages, subject to the production of a robust and affordable business case.
- the results of the Stage 1 Integrated Impact Assessment be noted.

2.3.2 The 6-storey blocks have had intrusive and extensive surveys completed and the findings from these have informed recommendations on works to be undertaken, packaging of blocks to reflect risk and to maximise the efficiency of client and contractor management. The packages are currently:

Package 1	Hebden Court Buckden Court
Package 2	Malham Court Burnsall Court Fern Lea Flats
Package 3	Church View house Granby Flats Swan Court
Package 4	Wain Court Fare Hill Flats
Package 5	King Cliffe Flats Fernside Court

- 2.3.3 The packages include mandatory fire safety works for all 12 blocks, highly recommended fire safety and condition works at 10 blocks and recommended condition works at 2 blocks.
- 2.3.4 Package 1 of the 6-storey blocks has been approved for direct award to Fortem Solutions Ltd. Stage 1 design and specification documents have been drawn up by AHR, the council's consultant, and were shared with Fortem Solutions Ltd on 5 July. Fortem Solutions Ltd are now developing proposals for works and costs with their supply chain. Cost proposals are due back from Fortem by the end of July, detailed design and planning is due to complete in October with a start on site expected in January 2024. To ensure value for money, the development of costings for the scheme will be led by AHR. Scheme costs will be developed using an open book approach with Fortem Solutions Limited and their supply chain to obtain realistic costs. These will be cross-referenced and benchmarked with both published industry data and recently completed/ procured schemes for similar works by AHR before being agreed.
- 2.3.5 The remaining ten 6-storey blocks will be competitively tendered in packages. A Design and Build contract will be used to ensure that design and risk liability and management is appropriately apportioned and managed. AHR will remain as client advisors for the duration of the schemes and contractors will need to provide their own specialist design teams. This arrangement will help to ensure the exercise of rigour and due diligence necessary under the Building Safety Act in the design and delivery of works and ensure that the golden thread required to maintain a building safety case is achieved. Package 2 of the 6-storey block is expected to be out to tender by December 2023.
- 2.3.6 Detailed surveys of RLS are being conducted by a multi-disciplinary team led by AHR and will be provided in tranches from August to November 2023. The surveys are being undertaken on the same basis as those for 6-storey blocks and will result in a similar mandatory, highly recommended, recommended breakdown of works to support decisions on scope of work and packaging.
- 2.3.7 The fire safety remedial actions for low-rise blocks are being developed into tender packages for issue in August 2023. These will close off the majority of known FRA actions currently outstanding. Works are expected to start on site at the beginning of 2024/25.
- 2.3.8 The following risk management measures are in place in 6-storey blocks:
- All have part 1 and part 6 fire detection and alarm installations in place.
 - All have Emergency lighting.
 - Daily inspections of the premises are carried out.
 - Fire alarms and emergency lighting are tested weekly.
 - Any incidence of fire triggers the undertaking of a new Fire Risk Assessment.
- 2.3.9 The following risk management measures are in place in Retirement Living Schemes:

- All but one RLS have part 1 and part 6 fire detection and alarm installations in place.
- All have emergency lighting.
- All but one have sprinkler systems in place
- Daily inspections of the premises are carried out.
- Fire alarms and emergency lighting are tested weekly.
- Any incidence of fire triggers the undertaking of a new Fire Risk Assessment.

2.3.10 The following risk management measures are in place in low-rise blocks:

- Part 6 alarms are in place and checked during gas safety visit. If there is no gas in the property, then Part 6 alarms are checked during electrical safety visits. Part 6 alarms are reinstated during these visits where this is necessary or if they are reported as repairs by the resident.
- Fire safety inspections are undertaken on a monthly or weekly basis depending on risk.
- Any incidence of fire triggers the undertaking of a new Fire Risk Assessment

2.4 Other Fire Safety remedial actions

2.4.1 A total of 350 blocks have been identified as requiring changes to bin store configurations for fire safety reasons. These are mainly the creation of new bin stores 6m away from blocks or providing fire safe storage where this is not possible e.g., through a fire rated storage solution. This work is currently overseen by the Partnerships Service with consultation carried out by the Fire Safety Resident Engagement Team. The table below sets out the FRA priority and progress on bin stores:

Priority	Total number of actions	Number of completed actions	Notes
AA	9	9	
A	27	18	5 blocks awaiting start dates 3 blocks at planning stage 1 block excluded from this programme – Buxton House
B	31	1	1 block awaiting start date 29 blocks at advanced planning. The majority of these blocks are at Carr St, Birstall where work is ongoing.
C	10	2	2 blocks awaiting start date 6 blocks at design stage
D	271	26	9 blocks awaiting start date, 6 blocks at design stage and a draft programme has been produced for the remaining 230 blocks

2.4.2 Building safety signage has been reviewed and updated across all high rise and 6 storey blocks and is compliant. Further work is ongoing to make these

notices more accessible/pictorial. As part of the work to implement the new safety in communal areas policy signage is being rolled out across all blocks with a communal entrance.

- 2.4.3 Some high risk fire actions where remedial works overdue are being dealt with separately from the above projects, these include 47 actions in progress and due for completion by the end of August, 3 that need to be added to the bin store programme and 217 for which a programme is being scoped for delivery by Property Services.

2.5 Inspections, servicing and testing of council homes

- 2.5.1 For all the big 6 areas of building safety, there are monthly programmes of inspection and survey in place. Updates on the delivery of these programmes are regularly reported to Building Safety Assurance Board (BSAB) for monitoring and oversight with areas of low-performance and risk highlighted and reviewed.

- 2.5.2 Programmes of surveys and inspections were on target in May and June 2023, apart from:

- 5 yearly domestic electrical testing where 48 properties were outstanding in May and 45 outstanding in June (of which 4 are void), all properties are compliant with the 10-year requirement. Summary details of the duration since the last test and the current status are set out in Appendix 2. Officers work with residents where household circumstances mean a test is not possible and where appropriate seek access under the Environmental Protection Act.
- Annual domestic gas servicing where 45 properties were overdue in May and 18 overdue in June. Summary details of the duration since the last service and the current status are set out in Appendix 2. Officers seek access under the Environmental Protection Act as soon as service dates are passed.
- Communal water hygiene inspection where 13 properties were outstanding in May and 9 were outstanding in June. This is due to contractor performance issues and the Technical Officer Water is working with the contractor to produce a programme for the remainder of the year to bring inspections back on track by August.
- Lift servicing where 6 services were overdue in June. Details of reasons for delay and anticipated completion dates are awaited from the contractor.

- 2.5.3 Remedial works identified through survey and inspections are actioned according to risk with actions taken appropriate to the area of safety affected, as follows:

- Asbestos – asbestos which is in a condition that necessitates additional remedial actions is either removed or encapsulated. Where asbestos is encapsulated, the frequency for re-survey is reviewed to ensure risks are adequately managed dependent on the type of Asbestos, likelihood of disturbance, and any applicable parameters that affect risk level.
- Water – where legionella risk assessments identify remedial actions, these are either ordered immediately or promptly following a visit by the

Technical Officer Water to assess requirements. The risk assessments identify remedials based on risk levels of high, medium, and low. These are managed against SLA requirements identified in the Water Safety Management Plan and in compliance with legislative requirements.

- Electrical – Where Electrical Installation Condition Reports (EICRs) are completed these produce remedials: C1 (Danger Present), C2 (Potentially Dangerous, C3 (Improvement recommended), and FI (Further Investigation required). C1 & C2s present a risk to the safety of residents and are resolved immediately. FI items are investigated immediately and works or risk mitigations put in place immediately. C3 recommendations are dealt with through capital schemes, upgrades and one-off projects; as these present low risks to safety or could potentially require larger investment to improve the performance of the installation.
- Gas servicing – Where remedials are identified during a CP12 Gas Inspection, the risk posed by the requirement will be identified by the Competent Person for Gas Safety and a RAG rating assigned. These could be high risks where a boiler would be isolated immediately or a lower risk action that would be rectified against the identified SLA in the Gas Safety Management Plan and in compliance with legislative requirements.
- Lifts – Remedial actions and risk levels for lifting equipment are identified through monthly or bi-monthly servicing or through 6 monthly LOLER Insurance Inspections. Where further testing is needed to identify remedial issues, requirements or risks this is immediately escalated to the Service Manager Building Safety or the Head of Assets and Development for Safety Assessment Federation (SAFed) testing to be commissioned. Any remedial actions identified or missed services that have implications for the safety of users of lifting equipment are risk assessed by the Service Manager Building Safety and a decision made on whether to take the lift out of service and isolate it. Where this happens, residents are informed and kept up to date about the situation and if the issue will affect their movement around the building, alternative arrangements will be put in place.
- Fire – Where remedial actions are identified through a Fire Risk Assessment or other fire related tasks, risks are assessed as being high, medium and low. Remedial actions and reports are managed by the Technical Officers, Fire Safety with works being undertaken by competent persons to ensure legal compliance and resident safety. Where firefighting equipment, such as fire alarms, dry risers, sprinkler systems are present, they are serviced and maintained through regular maintenance visits by contractors with remedial actions managed by the Technical Officers, Fire Safety and escalations are raised with the Service Manager, Building Safety. Where repairs cannot be completed in a timely manner, risk mitigations are put in place to reduce risks arising and ensure the safety of residents.

2.6 Testing, servicing and inspection in leaseholder homes

2.6.1 Kirklees Council has circa. 1,100 leasehold properties where the council is not responsible for building safety testing, inspection and servicing but is

responsible for ensuring building and tenant safety relating to communal areas and services that may impact on buildings. Prior to the implementation of the Building Safety Act 2022, there was no specific legislation in place requiring a leaseholder, living in their own property, to undertake their own gas and electrical safety checks. There is legislation in place for any leaseholder who has sublet the property to provide gas and electrical safety certificates to their tenant (but it is not stipulated within the existing leasehold agreement that they must evidence this to the council).

- 2.6.2 Currently the Council has evidence that 17% of leaseholders have up to date gas safety certificates in place and 5% are compliant in relation to electrical safety. A number of leaseholders (estimate 440 (40%)) sublet their properties, which in essence means that the leaseholder at the point of letting the property, is obligated to carry out their own landlord safety checks. However, the current lease agreement does not require them to provide a copy of this to the council.
- 2.6.3 A new lease has been drawn up with Trowers Solicitors which includes clauses to ensure that leaseholders share relevant safety, testing and servicing information with the Council. The use of this lease commenced in March 2023 for new leaseholders, it is not possible to retrospectively amend existing leases.
- 2.6.4 Officers have contacted leaseholders to request evidence of safety tests and inspections, but there has been little improvement in the number of leaseholders that are known to be compliant. The Leasehold team are developing processes and systems to manage the collection and management of building safety compliance data from leaseholders in relation to gas and electricity. The creation of a leaseholder forum for building safety is being considered as part of this work.
- 2.6.5 Tenants of sub-let properties have been provided with information on their rights in relation to building safety.

3 Implications for the Council

3.1 Working with People

- 3.1.1 Putting tenants at the heart of the decisions affecting them is central to the way Homes and Neighbourhoods works. The delivery of programmes of inspection and remedial works means that building safety risks are mitigated and managed to ensure resident safety. PCFRAs and fire safety engagement in high-risk buildings enables understanding of resident concerns and awareness so that approaches to their involvement are responsive to need. Large scale remedial works schemes will be delivered through engagement and consultation with residents and learning from other projects and activity. Engagement with tenants to develop the proposals, manage delivery and the upkeep of buildings in future is critical in achieving successful outcomes.

3.2 Working with Partners

- 3.2.1 Officers continue to work closely with WYFRS and carry out engagement days in a number of different settings, these are usually driven by partnership

concerns e.g. increases in secondary fires. Where WYFRS request to carry out training in our buildings e.g last year at Buxton House this is supported and used as an opportunity to engage with tenants.

3.2.2 West Yorkshire Fire and Rescue Service (WYFRS) are involved in managing and mitigating ongoing risks to Council homes and buildings. Meetings are held on-site with WYFRS monthly to discuss risks, issues and actions. The impact of remedial works on the safety of buildings will reduce and change these risks and WYFRS will help the development of proposals through advice and guidance on best practice and designing to support their response to incidents. Homes and Neighbourhoods Improvement Board has requested that a protocol be put in place with WYFRS in relation to working together and sharing information and intelligence – for example where residents have PCFRAs or are known to be hoarders.

3.3 Place Based Working

3.3.1 Activity being undertaken at present supports the gathering of data and evidence about the safety of homes and buildings. The intelligence derived from data enables risk management and plans for investment to meet needs and ensure compliance. Learning from recent and current projects, fire safety engagement and complaints will support continuous improvement to engagement and involvement of ward members, residents and communities in building safety activity.

3.4 Climate Change and Air Quality

3.4.1 For larger scale remedial works, such as those in 6-storey blocks, the opportunity for improvements to homes to reduce carbon emissions, provide sustainable energy sources and make them climate ready will be assessed through option appraisal.

3.4.2 The 6-storey block projects will be used to develop the understanding of the climate impact of schemes, measuring and quantifying the effects of removal, reuse, recycling and disposal of existing materials and the lifecycle footprint of new materials. This will provide material to develop toolkits and specifications to manage the environmental impact of future schemes in the most appropriate way.

3.5 Improving outcomes for children

3.5.1 The actions set out in the report support the management of safety in council homes and the improvement of living conditions. This in turn should lead to better physical and mental health.

3.6 Financial Implications for the people living or working in Kirklees

3.6.1 Where the fabric of a building is improved and brought up to more modern standards, this should have an impact on the efficiency of the property and support lower energy usage by residents. This will reduce the costs to residents of running their homes and support them to cope with the cost of living. It should also help provide conditions that enable leaseholders and tenants to obtain insurance and benefit from the peace of mind this brings.

3.6.2 Social Value requirements are being developed for the 6-storey block projects and will be used to produce a framework of requirements for application to future projects. The framework used to appoint Fortem Solutions Limited required bidders to confirm their willingness to deliver on social value measures on local employment, supply chain, supplies and equipment and community engagement. These measures align with the Councils TOMs and the framework provides the freedom for the Council to agree the specific measures with Fortem Solutions Ltd.

3.7 Other (eg Integrated Impact Assessment (IIA)/Legal/Financial or Human Resources) Consultees and their opinion

3.7.1 A Stage 1 IIA has been carried out on the proposals for 6-storey blocks, RLS and low-rise blocks and a Stage 2 assessment is not required. The main areas affected by the proposals were the environment and people with disabilities. Designs and proposals will take account of guidance and best practice in relation to dementia, physical and visual disabilities and impairments.

4 Consultation

4.2 There is ongoing consultation with residents about building and fire safety through a range of channels. The consultation method used depends on the issue being dealt with, the type of building and individual resident needs. In general, the first communication to inform, update or raise awareness will be through a letter, posted or hand delivered to each home. Letters are used to provide information on fire safety works, including a rationale for works, the improvements they will make to resident safety, start dates, duration and levels of disruption. Most recently letters have been sent in relation to investment work at Harold Wilson Court and Buxton House. Letters include FAQs where applicable, contact details should residents have further questions and information on how translations into different languages or formats can be obtained if required. Ward Councillors also receive copies of key letters sent to their constituents.

4.3 The high-rise blocks at Berry Brow, Buxton House and Harold Wilson Court have been receiving a bi-monthly newsletter. These have recently been paused and will be re-established in the coming months with content related to the high-rise investment programme.

4.4 The 6-storey blocks receive block specific newsletters on a 6 monthly basis, the frequency is increased if there are identified concerns within a block. The format is similar to that of high-rise newsletter. The proposals for fire safety remedial and condition related works to the 6-storey blocks will be included in the next newsletter.

4.5 A newsletter for the 19 retirement living schemes has been developed and is being distributed. Following the delivery of the newsletters, staff from the Fire Safety Engagement Team and Independent Living Officers arrange drop-in sessions for tenants to discuss any fire safety questions and concerns.

4.6 Noticeboards have been installed in all high-rise and 6-Storey Blocks. These all contain relevant information including fire action notices and evacuation points.

The Fire Safety Resident Engagement Team carry out regular checks of all information to ensure it remains current and up to date.

- 4.7 Information on fire safety is available on the Kirklees Council website. This platform provides a variety of information on 'fire safety in your home and in your building'. This includes an 'easy read' summary of the current Fire Risk Assessment (currently being updated to reflect remedial works delivered) for all the high-rise, 6-storey blocks and retirement living schemes along with an opportunity to feedback any comments or concerns. Content for the website under the banner 'Safety and Services' continues to be developed. Fire safety messages are also shared through social media.
- 4.8 In January 2023 letters were sent to all tenants about the importance of fire doors and tenant responsibilities including keeping these closed and not damaging the integrity of doors. Follow up visits to check information had been received and understood were carried out on a sample of blocks. Some tenants had received the letter whilst others could not remember seeing it. Duplicate copies of letters were provided and the importance of flat entrance doors and communal fire doors were discussed with residents, as was the importance of reporting any damage to these doors as soon as it is identified and how to do this.
- 4.9 The FSRE Team completed engagement work in the 6 storey and high-rise blocks during December 2022, engaging with tenants on cost of living and safe practices e.g. use of Calor Gas heaters, candles etc.
- 4.10 The FSRE Team has extended the delivery of PCFRAs from high-rise blocks and is now working in the low-rise blocks. During quarter 4, the team completed 22 PCFRAs. A Standard Operating Procedure has been developed to deliver the PCFRA function working closely with the Building Safety Team. The Team carried out a roadshow across Housing Management teams to present the approach to PCRFAs. This has resulted in an increase in referrals for residents living in low-rise accommodation.
- 4.11 In March 2023 TAGP received an update on the signing off and implementation of the communal areas policy. The policy states that communal areas of blocks are risk assessed with regards to items stored in communal areas. A sample of risk assessments for retirement living schemes was shared with the Panel, where areas were assessed as "normal" with no items requiring removal. The Communal Area Policy complies with regulation and has been developed using guidance from specialist officers in Homes and Neighbourhoods and West Yorkshire Fire and Rescue Service.

5 Engagement

- 5.2 There are currently 16 Fire Safety Champions who are tenants or leaseholders and represent the block of flats or scheme where they live. Sadly, one Fire Safety Champion passed away in May 2023. Work is ongoing to continue to recruit additional Fire Safety Champions. The ambition is to recruit one champion for each building in scope, namely the four high-rise blocks, twelve 6-storey blocks and 19 retirement living scheme, 35 in total. Champions are supported by the Fire Safety

Resident Engagement Team to ensure that they can effectively carry out their duties.

- 5.3 Champions share information relating to fire safety with other tenants and leaseholders; help to advise residents of their responsibility for fire safety; feed back any concerns in the block relating to fire safety; and take part in block inspections with Housing Management Officers (HMOs) to monitor communal areas ensuring they are well kept and safe. Fire Safety Champions are also encouraged to work with other local tenant and resident associations on campaigning or community activities.
- 5.4 Fire Safety Champion Forums have been established and the first round, held during quarter 4, were well attended by Champions. The Forums are an opportunity to update Champions on general fire/building safety, confirm roles and responsibilities and an opportunity for champions to ask questions. Fire safety champions asked if the current name and contact details of the Housing Management Officer for blocks and Independent Living Officers for schemes could be displayed on the notice boards. A request was made to amend the block check forms the Champions use to differentiate between a block and retirement living scheme and to provide more space to write information needed. These changes are being actioned by the FSRE Team.

6 Next steps and timelines

- 6.1 Remedial fire safety works to high-rise blocks will be completed by November 2023, subject to gaining access where appropriate.
- 6.2 Package 1 of fire safety remedial works to 6-storey blocks will be taken forward through design and delivery phases with AHR, Fortem Solutions Ltd, residents, members and other stakeholders. Programme dates are awaited from AHR.
- 6.3 Development of detailed designs and proposals for Packages 2 to 5 for 6-storey blocks to be taken forward along with stakeholder engagement planning. Programme dates are awaited from AHR.
- 6.4 Surveying of RLS will be completed by November and reports will be issued in tranches from August. Option appraisal and the development of works packages will commence in September.
- 6.5 Packages of fire safety remedial works for low-rise blocks will be developed and issued for tenders by the end of August 2023.
- 6.6 Programmes of inspection and re-inspection will continue to be delivered with KPI reporting monthly. KPIs to be reported will be reviewed to ensure that they reflect legislation, policy and guidance and enable Boards to be sighted on key risks and issues. The development of Safety Management Plans is ongoing and they will set out KPIs and PIs, a report on this will be presented to Cabinet in November.
- 6.7 The Fire Safety Resident Engagement and Building Safety teams will continue to develop the approach to PCFRAs and will extend this activity to include the development of Personal Emergency Evacuation Plans (PEEPs) for those residents that need them. Work on scoping requirements for PEEPs will be completed by the end of August and PEEPs will then be produced.
- 6.8 Engagement with WYFRS to develop a partnership working protocol will commence in August.

7 Officer recommendations and reasons

7.1 Members are asked to:

7.1.1 Comment on the contents of the report, in particular current performance.

7.1.2 Provide officers with feedback on areas of concern in relation to resident safety to enable further action to be taken.

7.1.3 Note the approach taken to resident safety and engagement, risk management and mitigation.

8 Cabinet Portfolio Holder's recommendations

8.1 The Cabinet Portfolio Holder agrees with the officer's recommendations set out in section 7 above.

9 Contact officer

9.1 Hannah Elliott, Head of Assets and Development, 01484 221000
hannah.elliott@kirklees.gov.uk













10 Background Papers and History of Decisions

[20230310 Fire safety Blocks Cab report Apr23 v2.1.pdf \(kirklees.gov.uk\)
Decision - Procurement of fire safety remedial works to Council Housing 6-
storey, low-rise and retirement living scheme blocks | Kirklees Council](#)

www.gov.uk/government/publications/the-social-sector-building-safety-engagement-bestpractice-group-final-report

11 Service Director responsible

Naz Parkar, Service Director Homes and Neighbourhoods

Health & Safety Compliance Scorecard - Inspection and Re-Inspection														
Inspection type	Jan-23	Feb-23	Mar-23	Apr-23	May-23				Jun-23				Direction of Travel	
	% Compliant Jan 23	% Compliant Feb 23	% Compliant Mar 23	% Compliant Apr 23	Inspections Required May 23	Inspections Complete May 23	Overdue Inspections May 23	% Compliant May 23	Inspections Required Jun 23	Inspections Complete Jun 23	Overdue Inspections Jun 23	% Compliant Jun 23		
Type 1 Fire Risk Assessment to Communal Blocks	100.00%	100.00%	100.00%	100.00%	24	41	0	100.00%	22	47	0	100.00%		
Electrical testing - Domestic 5 yearly	97.71%	99.55%	99.62%	99.71%	21188	21140	48	99.77%	21187	21142	45	99.79%		
Electrical testing - Communal Areas	100.00%	100.00%	99.89%	100.00%	921	921	0	100.00%	921	921	0	100.00%		
Gas Servicing - Domestic	99.87%	99.87%	99.85%	99.82%	20085	20040	45	99.78%	20073	20055	18	99.91%		
Gas Servicing - Communal Areas	100.00%	100.00%	100.00%	100.00%	52	52	0	100.00%	52	52	0	100.00%		
Annual solid fuel check - domestic	N/A	100.00%	96.15%	92.31%	51	47	4	92.16%	51	51	0	100.00%		
Asbestos - Communal Area Re-Inspection	100.00%	100.00%	100.00%	100.00%	46	46	0	100.00%	91	91	0	100.00%		
Asbestos - Domestic Reinspection	N/A	N/A	N/A	N/A			0	N/A	681	681	0	100.00%		
Water Hygiene - Communal Inspections	100.00%	75.86%	63.79%	63.79%	58	45	13	77.59%	58	49	9	84.48%		
Passenger Lifts/Platform lifts - Servicing	100.00%	100.00%	100.00%	100.00%	24	24	0	100.00%	30	24	6	80.00%		
Passenger Lifts/Platform lifts - Insurance Inspections (LOLER)	100.00%	100.00%	100.00%	100.00%	13	13	0	100.00%	2	2	0	100.00%		

Health & Safety Compliance Scorecard - Remedial Actions



May 2023

Remedial Action type	Remedial Actions Required	Remedial Actions Complete	Overdue Remedial Actions (previous month)	Overdue Remedial Actions (current month)	Actions identified through Type 1 FRA	Completed Type 1 FRA Actions	Extrapolated Actions	Completed Extrapolated Actions	Details	Direction of Travel
FRA High Priority	1393	1063	291	330	1393	1063	0	0	39 new actions were received in May No actions were completed in May	↓
FRA Medium Priority	11369	893	10410	10476	2521	280	8848	613	66 new actions No actions completed	↓
FRA Low Priority	6324	458	6054	5866	1550	29	4774	429	188 low priority actions were completed or closed in the system in May	↔
	19086	2414	16755	16672	5464	1372	13622	1042		

Remedial Action type	Remedial Actions Required	Remedial Actions Complete	Overdue Remedial Actions (previous month)	Overdue Remedial Actions (current month)					Details	Direction of Travel
A.I.B. Removal	2476	2444	34	32					Currently there are 32 Removal / Encapsulation jobs outstanding. 20 of these require a tenant decant and are being managed by the asset team as part of the wider decant programme. 3 properties are on hold. The remaining 9 properties are on order, or out to quote.	↔

Remedial Action type	Remedial Actions Required	Remedial Actions Complete	Overdue Remedial Actions (previous month)	Overdue Remedial Actions (current month)	Outstanding Remedial Actions (previous month)	Outstanding Remedial Actions (current month)			Details	Direction of Travel
Communal Water High priority	316	283	0	0	6	42			7 New LRAS carried out in May resulted in increase in remedial actions. Technical Officer, Water to visit sites before ordering some work. Other works on order with property services and IWS. All remedial actions are currently within the allowed time frame	↓
Communal Water Medium Priority	64	55	0	0	0	9			7 New LRAS carried out in May resulted in increase in remedial actions. Technical Officer, Water to visit sites before ordering some work. Other works on order with property services and IWS. All remedial actions are currently within the allowed time frame	↓
Communal Water Low Priority	130	121	0	0	0	9			7 New LRAS carried out in May resulted in increase in remedial actions. Technical Officer, Water to visit sites before ordering some work. Other works on order with property services and IWS. All remedial actions are currently within the allowed time frame	↓

Health & Safety Compliance Scorecard - Remedial Actions
June 2023



Remedial Action type	Remedial Actions Required	Remedial Actions Complete	Overdue Remedial Actions (previous month)	Overdue Remedial Actions (current month)	Actions identified through Type 1 FRA	Completed Type 1 FRA Actions	Extrapolated Actions	Completed Extrapolated Actions	Details	Direction of Travel
FRA High Priority	1392	1075	330	317	1392	1075	0	0	1 new high priority actions was received in June 12 high priority actions were completed in June	↓
FRA Medium Priority	11630	893	10476	10737	2782	280	8848	613	An additional 261 medium priority actions were identified in June	↓
FRA Low Priority	6324	458	5866	5866	1550	29	4774	429	No new actions received in June No actions completed in June	↔
	19346	2426	16672	16920	5724	1384	13622	1042		

Remedial Action type	Remedial Actions Required	Remedial Actions Complete	Overdue Remedial Actions (previous month)	Overdue Remedial Actions (current month)					Details	Direction of Travel
A.I.B. Removal	2502	2472	32	30						↔

Remedial Action type	Remedial Actions Required	Remedial Actions Complete	Overdue Remedial Actions (previous month)	Overdue Remedial Actions (current month)	Outstanding Remedial Actions (previous month)	Outstanding Remedial Actions (current month)			Details	Direction of Travel
Communal Water High priority	339	327	0	0	42	12			Most outstanding actions are regarding tank conditions following on from LRAs. Tank clean and disinfection works are on order.	↑
Communal Water Medium Priority	74	68	0	0	9	6			Most outstanding actions are regarding tank conditions following on from LRAs. Tank clean and disinfection works are on order.	↑
Communal Water Low Priority	134	128	0	0	9	6			Most outstanding actions are regarding tank conditions following on from LRAs. Tank clean and disinfection works are on order.	↑

Inspections Overdue			
May-23			
Status	Number	Period since last test	Commentary
5 Yearly Domestic Electrical Testing			
Total number overdue	48		
Works planned	8		All works are planned for July 2023 1/2/visit
	0	10+ years	
	0	8+ years	
	0	7+ years	
	0	6+ years	
	8	5+ years	
On hold	6		6 properties works are being arranged void or repair after test
	0	N/A	
	6	5+ years	
Difficult to Access	14		A mixture of warrants, no meter and other issues working with EPA/HOs/specialist cleaning and police weekly meetings
	1	no last test date	
	0	9+ years	
	3	7+ years	
	9	6+ years	
	1	5+years	
Awaiting other trades	1		void, will become complaint on completion of the void
	0		
	1	5+ years	
In legal process	18		All going through EPA process can be up to 5/6 weeks
	2	no last test date	
	3	7+ years	
	1	6+ years	
	12	5+ years	
Annual Gas Servicing			
Total number overdue	45		
Warrant served			
Warrant obtained	10		
Abatement notice expired	11		
Abatement notice served	24		
Awaiting service of notice			
Annual Solid Fuel Check			
Total number overdue	4		
Officer no-access process	4	3 x 12 months 1 x 11 months	3 of these have now been completed in June 2023
Water Hygiene Inspection			
Total number overdue	13		
Inspection programmed	13	2+ years	

Inspections Overdue June 2023



5 Yearly Domestic Electrical Testing

Total number overdue	45	
Works planned	8	All works are planned for July 2023 1/2/visit
	0 10+ years	
	0 8+ years	
	0 7+ years	
	0 6+ years	
	8 5+ years	
On hold	7	
	0 N/A	
	7 5+ years	
Difficult to Access status 350	13	A mixture of warrants, no meter and other issues working with EPA/HOs/specialist cleaning and police weekly meetings
	1 no last test date	
	0 9+ years	
	2 7+ years	
	9 6+ years	
	1 5+ years	
Awaiting other trades	2	void, will become complaint on completion of the void
	0	
	2 5+ years	
In legal process	15	All going through EPA process can be up to 5/6 weeks 1 x buy back
	3 no last test date	
	3 7+ years	
	1 6+ years	
	8 5+ years	

Annual Gas Servicing

Total number overdue	18	
Warrant served		
Warrant obtained	1	
Abatement notice expired	12	
Abatement notice served	6	
Awaiting service of notice		

Water Hygiene Inspection

Total number overdue	9	
Inspection programmed	9	

GROWTH & REGENERATION – SUGGESTED WORK PROGRAMME PRIORITIES 2023/24

PANEL MEMBERS:

Cllr Yusra Hussain	Lead Member
Cllr John Taylor	Panel Member
Cllr Tyler Hawkins	Panel Member
Cllr Harry McCarthy	Panel Member
Cllr Susan Lee-Richards	Panel Member
Cllr Zarina Amin	Panel Member
Chris Friend	Panel Member (Co-optee)
Jonathan Milner	Panel Member (Co-optee)

GOVERNANCE OFFICER: Jenny Bryce-Chan

FULL PANEL DISCUSSION				
ISSUE	APPROACH/AREAS OF FOCUS	OUTCOME/ACTIONS	STRATEGIC DIRECTOR/SERVICE DIRECTOR AND LEAD OFFICERS	DATE TO PANEL
Introduction to Growth & Reg	An introduction to the Growth and Regeneration Directorate	To enable Panel members to understand the service area and remit of the directorate	Joanne Bartholomew Portfolio holder – Cllr G Turner	3 July 2023
Housing Growth	- Bradley Park - Planning applications		Joanne Bartholomew Portfolio holders – Cllr C Scott/Cllr G Turner	3 July 2023
Small Centres Programme	- Update of small centres including budget. Holmfirth, Heckmondwike and Cleckheaton		Joanne Bartholomew Portfolio holder – Cllr G Turner	3 July 2023
Damp Mould and Condensation	- High volume of cases – bring a status update on the situation within the public and private rental sector		Naz Parkar Portfolio holder – Cllr C Scott	14 August 2023

Tenant Safety	To also include information on temporary accommodation/bed & breakfast		Naz Parkar Portfolio holder – Cllr C Scott	14 August 2023
Huddersfield Town Centre	Opportunity for panel to visit the area		Joanne Bartholomew Portfolio holder – Cllr G Turner	25 September 2023
Dewsbury Town Centre	Dewsbury Town Deal Board Opportunity for panel to visit the area		Joanne Bartholomew Portfolio holder – Cllr E Firth and Cllr G Turner	25 September 2023
Small Centres Programme	Batley Small Centre		Joanne Bartholomew Portfolio holder – Cllr G Turner	25 September 2023
Local Plan Review	Feedback on the results of the Local Plan review and next steps		Johanna Scrutton Portfolio holder - ???	25 September 2023
Economic Strategy Refresh			Edward Highfield Cllr G Turner	20 November 2023
Local Plan Review	Remit of the Local Plan		Edward Highfield Cllr G Turner	20 November 2023
Business Centre Review			Edward Highfield	20 November 2023

			Cllr G Turner	
Cultural Heart updates Gateways 3/4			Edward Highfield/Joanne Bartholomew Portfolio holder – Cllr G Turner	20 November 2023
Transport Strategy Invite rep from WYCA to the meeting	<ul style="list-style-type: none"> - Active Travel - Understanding the WYCA Transport Strategy - Reference to Greater Manchester and South Yorkshire Transport strategies 		Edward Highfield Portfolio holder: Cllr E Firth	15 January 2024
Transport Programme	<ul style="list-style-type: none"> - Delivery of individual transport schemes - What has been achieved so far and looking ahead - Transport & Work Act Order - TRU - How the programmes link to the wider strategy 		Edward Highfield Portfolio holder: Cllr E Firth	15 January 2024
Small Centres Programme	<ul style="list-style-type: none"> - Marsden 		Joanne Bartholomew Portfolio holder – Cllr G Turner	26 February 2024
Complaints Handling (Council Housing Tenants/Private Sector) Potential to invite chair of the Housing Board	<p>Learning from ombudsman cases Should include private housing sector & supported housing Neighbour complaints Anti-social behaviour Repairs</p>		Naz Parkar/Jill Greenfield/Joanne Bartholomew Portfolio holder – Cllr C Scott	26 February 2024

Skills (post 16)			Edward Highfield Cllr G Turner	26 February 2024 Proposed to move to November links to Economic Strategy
Building Safety & Compliance Combined Action Plan (Formerly known as Ad Hoc Scrutiny Recommendations)			Naz Parkar Portfolio holder – Cllr C Scott	25 March 2024
Housing Growth (progress update from 3 July 2023)	To include - Homelessness - Adaptations - Building life-time homes - Impact on decrease in buy to let			25 March 2024
Review work programme				
PRE-DECISION				
Station to Stadium Regen work				

Meeting dates:

- 3 July 2023
- 14 August 2023
- 25 September 2023
- 20 November 2023
- 15 January 2023
- 26 February 2024
- 25 March 2024