

ACTION TRACKING FOR THE COMMUNITY & HOUSING OVERVIEW & SCRUTINY COMMITTEE

Meeting Date	Agenda item	Action Required	Action Officer(s)	Action taken	Timescale
10.01.2024	8. Cost of Living and Welfare Reform	Following a request that the information contained within the report be circulated to all Members for information, it was suggested that an information flyer be produced and circulated to all Members of the Council.	Jen Griffiths / Ceri Shotton	Information Flyer circulated to all Members via e-mail on 01.10.2024	Completed
06.03.2024	6. Dynamic Resource Scheduler (DRS) – Update	The Chair suggested that a demonstration of the DRS be given to the Committee once the system has gone fully live.	Sean O'Donnell / Denise Price	Still currently in the pilot phase. All Areas have only just been opened. Further testing still required.	Possibly November 2024
11.09.2024	4. Forward Work Programme and Action Tracking	The Facilitator advised that the following annual reports would be added to the FWP following the meeting:- <ul style="list-style-type: none"> • Housing Support Grant Programme; • Homeless; and • Common Housing Register 	Ceri Shotton	Added to FWP for 12 th February 2025 Added to FWP for 9 th April 2025 Added to FWP for 12 th February 2025	Completed
11.09.2024	4. Forward Work Programme and Action Tracking	Cllr Helen Brown requested that the following reports be added to the FWP for consideration by the Committee at future meetings:-	Ceri Shotton		Completed

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		<ul style="list-style-type: none"> • Estate and Property Management – include clean and tidy neighbourhoods, protecting our investment and void properties and the re-introduction of EVA’s and tenancy management inspections – • NEW Homes – options paper on the pros and cons of keeping NEW Homes as a trading company; and • Options on the re-designation of Sheltered Housing properties deemed in low demand. 		<p>Information to be included as part of the ‘Variation of Contracts’ report – 9th April, 2025</p> <p>Added to FWP for 11th December 2024</p> <p>Information to be included as part of the ‘Sheltered Housing Review Update’ report – 11th June, 2025</p>	
<p>11.09.2024</p>	<p>5. Housing Rent Income</p>	<p>In response to requests for additional information in future reports, the following was suggested/agreed:-</p> <ul style="list-style-type: none"> • Dave Barnes to speak to Sean O’Donnell following the meeting to discuss what data sets around Council Tax losses could be provide in future update reports; • Dave Barnes agreed to provide an analysis of write offs, to include information on the reasons for the write offs in future reports; • Dave Barnes agreed to review what data sets could be provided around the financial impact of no longer collecting water rates; and 	<p>Dave Barnes / Sean O’Donnell</p> <p>Dave Barnes</p> <p>Dave Barnes</p>	<p>Information to be included in the next update report on 12th March, 2025</p>	<p>Ongoing</p>

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		<ul style="list-style-type: none"> Dave Barnes agreed to provide anonymised analysis on some of the higher rent arrear cases. 	Dave Barnes		
11.09.2024	5. Housing Rent Income	The Chair asked if the Committee could be provided with an example of a Tenancy Contract. Jen Griffiths agreed to provide this following the meeting.	Jen Griffiths	Example of standards Tenancy Contract circulated to the Committee via e-mail on 30.09.2024	Completed
11.09.2024	6. Cost of Living and Welfare Reform	As shown in recommendation (c) that a letter be written to the Minister for Works and Pensions.	Ceri Shotton / Cllr Marion Bateman	Letter sent to the Rt. Hon Liz Kendall MP on 02.10.24	Completed
11.09.2024	6. Cost of Living and Welfare Reform	Following a questions around the winter fuel allowance, Jen Griffiths said that she would circulate a link to the Council's website showing information and the location of warm hubs across the County to the Committee following the meeting.	Jen Griffiths / Ceri Shotton	Link to website emailed to Members of the Committee on 11.09.2024	Completed
11.09.2024	Garage Site Review Matrix	During the briefing of the Garage Site Review matrix, following the meeting, it was agreed that information on garage sites allocated for Housing development, be included in the update report to the Committee in November.	Sean O'Donnell	Information to be included in the December report.	Ongoing