

To: All Members (for Information)

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 12 July 2023

Executive Co-Portfolio Holder for Housing Decisions

Cllr Paul Rivers

Dear Councillors

The EXECUTIVE CO-PORTFOLIO HOLDER FOR HOUSING will sit to consider the reports and recommendations set out in the attached Agenda, as follows:

DATE: THURSDAY, 20 JULY 2023

TIME: 11.30 AM (or at the conclusion of the Landlord Services Executive Working Group meeting scheduled for 10am on the same day, if later)

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

The meeting can be viewed remotely via [Waverley Borough Council's YouTube channel](#) or by visiting www.waverley.gov.uk/webcast.

Yours sincerely

Susan Sale
Executive Head of Legal & Democratic Services & Monitoring Officer

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NOTES FOR MEMBERS

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

AGENDA

1. **MINUTES** (Pages 5 - 6)

To agree the Minutes of the meeting held on 23 February 2023.

2. **DECLARATIONS OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

3. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Co-Portfolio Holder for Housing to respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Thursday 13 July 2023..

4. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

The Co-Portfolio Holder for Housing to respond to any questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of questions is 5pm on Thursday 13 July 2023.

5. **HOUSING SERVICE: DAMP AND MOULD POLICY** (Pages 7 - 22)
[Portfolio Holder: Co-Portfolio Holder for Housing (Operations and Services)]

The Council does not currently have a policy on the management of damp and mould within tenant homes. It is recommended by the Regulator for Social Housing and the Housing Ombudsman Service to have a specific damp and mould policy to ensure cases are managed and dealt with in a timely manner with an understanding of the urgency and importance. The purpose of this

damp and mould policy is to direct the management and delivery of a damp and mould service to all Waverley Borough Council properties enabling the Council to provide and maintain, warm and dry healthy homes for tenants.

Recommendation

That the Executive Co Portfolio Holder for Housing approves the adoption of the new damp and mould policy for social housing tenants, with immediate effect.

6. FIRE EQUIPMENT SERVICING CONTRACT PROCUREMENT (Pages 23 - 32)
[Portfolio Holder: Co-Portfolio Holder for Housing (Operations and Services)]

In order to regularise the contract for Fire Equipment Servicing, the Council has been advised to direct award a new contract to the existing contractor, Sureserve Fire and Electrical Ltd, via a framework that has already been competitively tendered at the appropriate contract value.

Approval is sought to complete this procurement exercise and award the contract.

Recommendation

That the Co-Portfolio for Housing (Operations & Services) approves the signing of a Fire Equipment Servicing contract with Sureserve Fire and Electrical Ltd for the period 2023 to 2026.

7. HOUSING REVENUE ACCOUNT BUY BACK OF EX-LOCAL AUTHORITY PROPERTY, SHAMLEY GREEN (Pages 33 - 40)
[Portfolio Holder: Co-Portfolio Holder for Housing (Operations and Services)]

This report seeks approval to buy back an ex-council home in Shamley Green to provide quality housing in an area with high housing need. The property will be utilised through the Easy Move scheme to rehouse a tenant who is under occupying their home and who wishes to downsize, thereby releasing a three or four bed home.

The purchase of the home will be funded from the Housing Revenue Account Buy Back reserve. After two years from purchase the property will start to make a net income contribution to the Housing Revenue Account.
Recommendation

That the Co-Portfolio Holder for Housing (Operations & Services):

1. Approves the principle of the buy back on the terms set out in the report, and the use of the Buy Back reserve for this, together with any related professional costs and Stamp Duty Land Tax, and further approves the property being appropriated for Housing Purposes as part of the Housing Revenue Account.

2. Delegates authority to the Executive Head of Housing to approve the final terms of the purchase.
3. Delegates authority to the Executive Head of Legal and Democratic Services to approve the final form of wording of any legal agreements related to the purchase.

8. EXCLUSION OF THE PRESS AND PUBLIC

To consider the following recommendation on the motion of the Co-Portfolio Holder for Housing:

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

9. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone
Fiona Cameron, Interim Democratic Services Manager, on 01483
523226 or by email at fiona.cameron@waverley.gov.uk**