

Report to: Housing Review Board



Date of Meeting 7 April 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Full Housing Stock Condition Survey

Report summary:

To update the Housing Review Board on the current position with the delivery of the Stock Condition Survey.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Housing Review Board note the update on the current position with the award and mobilisation of the Stock Condition Survey Contract.

Reason for recommendation:

To monitor the progress of the delivery of a full and robust SCS is absolutely imperative for the strategic and economic health of both the Housing Service and the wider Council.

Without a SCS EDDC remain at considerable risk of struggling to fulfil the full remit of its duty as social landlord and also to achieve its ambitions to provide a carbon neutral housing stock across the district by 2040.

Without the data from a SCS we will fail to comply with the requirements of the new Building Safety Act.

We currently do not have the information to enable us to effectively forecast and budget for the financial implications of managing our repair and maintenance obligations.

The output from the SCS will be detailed information on each property in our portfolio including components, age, condition, life expectancy, energy efficiency etc. A full database will be completed.

Officer: Graham Baker – Property & Asset Manager - gbaker@eastdevon.gov.uk

Portfolio(s) (check which apply):

- Climate Action and Emergencies
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Culture, Tourism, Leisure and Sport
- Democracy and Transparency
- Economy and Assets

- Finance
- Strategic Planning
- Sustainable Homes and Communities

Equalities impact Low Impact

Climate change High Impact

Risk: Low Risk; EDDC is at greater risk if we do not undertake a full Stock Condition Survey

Links to background information [HRB Agenda and minutes June 2017](#); [HRB Agenda and minutes April 2021](#)

Link to [Council Plan](#):

Priorities (check which apply)

- Outstanding Place and Environment
- Outstanding Homes and Communities
- Outstanding Economic Growth, Productivity, and Prosperity
- Outstanding Council and Council Services

Report in full

1. Current position:

2. In order for our successful Asset Management and Construction Consultants Currie & Brown to progress with the Stock Condition Survey formal Contracts need to be in place. Currie & Brown already have a Contractual arrangement with the Framework provider used to procure the Contract.

For the comfort and protection of all parties, it was decided that we should have our own direct formal Contract arrangement with Currie & Brown. This Contract will align with and run alongside the Contractual arrangement in place between Currie & Brown and the Framework provider

3. An external Legal Provider, Devonshires, were commissioned by our internal Legal Team to prepare formal Contract Documents.
4. After much discussion and review of draft documents the content of the Contracts has finally been agreed; at the time of writing this Report they have been formally issued and are being signed by all parties.
5. With Contracts finally agreed the mobilisation period has commenced.

6. Mobilisation:

7. Whilst Contract negotiations were ongoing we met with Currie & Brown and our IT provider to discuss/agree the principles of both the mobilisation and delivery of the Contract.

8. The following mobilisation and delivery programme were agreed in principle:

- Mobilisation period - 3 months
- Target delivery period for the full stock condition survey - 12 months
- Contingency allowance for access challenges - 3 months

- Total target mobilisation and target delivery period - 18 months

Exact dates have still to be finalised, it is likely that we will build in an additional 3 month buffer into the programme as a contingency allowance for challenges around access.

The target delivery period is very much dependant on access into properties to allow the surveys to be carried out.

It should be noted that the target is to complete the site/property surveys within 12 months but supporting data/Reports may be provided after this. The target is dependent on access, it may become necessary to take up some or all of the 3 month contingency period.

9. The mobilisation period formally commenced at the beginning of March 2022.
10. Throughout the period that has elapsed whilst formal Contracts were prepared discussions and meetings regarding the Stock Condition Survey have taken place all of which were beneficial with many of the processes for the delivery of the same discussed.
11. The mobilisation period will be used to formalise the delivery of the Stock Condition Survey and will include the following:
 - Reviewing and formalising/finalising the content of the Stock Condition survey and Report.
 - Agreeing the content and building the Stock Condition collection data form that will be used by the Surveyors.
 - Building the IT interface to allow the transfer of data
 - Finalising the stock list
 - Preparing a Communications Plan to cover:
 - Notifying our Tenants of the impending survey work
 - Updating our Tenants with progress.
 - Consultants procedure for arranging access
 - No access process
 - Carrying out trial surveys to ensure that all the required data is collected and that the final Reports contain the required information, are in the format required and that data can be transferred/uploaded into our systems.
 - Agree a detailed Programme for the delivery of the Stock Condition Survey.
12. Officers from the Planned Works Team will accompany the Stock Condition Surveyors on some of the trial surveys to monitor them to ensure that they are being carried out in accordance with our requirements.
13. Recruitment will take place to engage our own Stock Condition Surveyor and a Stock Condition Administrator to assist in the delivery of the Stock Condition Survey.

14. Main Delivery Period:

15. Once the Mobilisation period is complete, the main Stock Condition Survey will commence with the aim of completing within 12 calendar months. Hopefully it will not become necessary to eat into the 3 month Contingency period allowed for access challenges.

16. The Future:

17. Throughout and on completion of the Stock Condition Survey we will start and continue to analyse the data and use the same to inform our short and long-term Planned Asset Management programme.

18. The Stock Condition Survey is also likely to identify a number of repairs that are required as a matter of urgency, these will be reviewed, orders will be raised and we will work with our Term Maintenance Contractor to deliver the required work to agreed timescales.
19. On completion of the Stock Condition Survey by Currie & Brown we will implement a 5 year rolling programme of stock Condition Surveys to 20% of our stock per annum which will equate to around 850-900 properties per annum.

These Stock Condition Surveys will be delivered by own Stock Condition Survey Team.

Financial implications:

The financial implications and importance of a stock condition survey have been discussed in the body of the report.

Legal implications:

There are no legal implications on which to comment.