



Cabinet Member for Housing and Communities

Time and Date

4.00 pm on Monday, 1st July, 2019

Place

Diamond Room 6 - Council House

Public Business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 4)
 - a) To note the minutes of the meeting held on 11 March, 2019
4. **12 month review of the implementation of the Homelessness Reduction Act (HRA)** (Pages 5 - 16)

Report of the Director of Housing and Transformation
5. **Outstanding Issues** (Pages 17 - 20)

Report of the Deputy Chief Executive (Place)
6. **Any other item of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved**

Private Business

Nil

Martin Yardley, Deputy Chief Executive (Place), Council House Coventry

Friday, 21 June 2019

Note: The person to contact about the agenda and documents for this meeting is Usha Patel Governance Services Officer, Tel: 024 7697 2301, Email: usha.patel@coventry.gov.uk

Membership: Councillor T Khan (Cabinet Member) and Councillor D Welsh (Deputy Cabinet Member)

By invitation: Councillors R Bailey and M Lapsa (Shadow Cabinet Members)

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

Usha Patel
Governance Services Officer
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Coventry City Council
Minutes of the Meeting of Cabinet Member for Housing and Communities held at
3.00 pm on Monday, 11 March 2019

Present:

Members: Councillor Ruane (Chair)
Councillor R Bailey (Shadow Cabinet Member)
Councillor M Lapsa (Shadow Cabinet Member)

Employees (by Directorate):

People: D Ashmore

Place: M Andrews, G Carter, R Haigh, U Patel

Apologies: Councillor B Kaur

Public Business

33. Declarations of Interest

There were no declarations of interest.

34. Minutes

The minutes of the meeting held on 5 February, 2019 were signed as a true record.

With regard to Minute 30, the Cabinet Member requested an update on all of the actions listed.

35. Community Infrastructure Levy (CIL) - Update Position 2019

The Cabinet Member considered a report of the Deputy Chief Executive (Place) which provided an update on the Community Infrastructure Levy (CIL) to date.

The ability for Local Authorities to charge a Community Infrastructure Levy (CIL) came into force nationally in April 2010. It enables the Council to raise funds from developers undertaking new building projects in the city. The money can be used to fund a wide range of infrastructure that is needed as a result of development across the city. For example, new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres.

The Levy creates a financial charging system with the majority of building projects potentially qualifying to contribute towards additional infrastructure that is needed to support wider planned development across the city. The Levy also has far greater certainty in that it provides the basis for a charge in a manner that the planning obligations system alone could not easily achieve, enabling, for example, the mitigation of cumulative impacts from the development and allowing more flexible use of CIL receipts in terms of where and how they are spent.

The Council is currently developing a CIL following on from the adoption of, and to support its Local Plan. Linked to and alongside the ongoing preparatory work on CIL, the Council is also in the process of developing a separate, but linked planning tool, namely a Supplementary Planning Document (SPD) relating to s.106 developer contributions. The Council has also gathered information from other areas where Local Authorities have already established a CIL charging policy, including benchmarking revenues from purpose built student accommodation developments.

Following consideration of the report and matters raised at the meeting, the Cabinet Member requested further information on the number of security cameras installed within the city centre in light of the amount of student accommodation being developed in the city centre.

RESOLVED that, the Cabinet Member for Housing and Communities:

- 1. Notes the current position in advancing a CIL charge for Coventry as an update and progress report as of March 2019; and**
- 2. Endorses the continued delivery of CIL at the earliest opportunity.**

36. Outstanding Issues

The Cabinet Member noted a report of the Deputy Chief Executive (Place) that identified those issues on which further reports had been requested and were outstanding so that progress could be monitored.

37. Any other item of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved

There were no other items of public business.

(Meeting closed at 3.50 pm)



Public report
Cabinet Member

Cabinet Member for Housing and Communities

1st July 2019

Name of Cabinet Member:

Cabinet Member for Housing and Communities – Councillor Tariq Khan

Director Approving Submission of the report:

Director of Housing & Transformation

Ward(s) affected:

All

Title:

12-month review of the implementation of the Homelessness Reduction Act (HRA)

Is this a key decision?

No

Executive Summary:

The Homelessness Reduction Act 2017 (“the Act”) came into force on 3rd April 2018 and placed new statutory duties on Councils in England to provide enhanced advice and assistance to people who are homeless or threatened with homelessness. It was the single most significant change to homelessness legislation since 1977 and received cross political party support throughout its progress through the legislative process.

The legislation placed additional statutory duties on the Council:

- **Prevention Duty** – working with customers to understand the circumstances that have led to the threat of homelessness and agree a Personal Housing Plan (PHP), including a set of reasonable steps to undertake to prevent homelessness. Where appropriate officers try to keep the customer in their current tenancy or seek alternative accommodation to prevent the customer becoming homeless.
- **Relief Duty** – for households who are already homeless or for those whose homelessness could not be prevented. The Council and the applicant must agree ‘reasonable steps’ within their PHP to help them secure accommodation which is suitable and available for at least 6 months.

The Act focusses on reducing the number of households becoming homeless by working with them before they reach the point of crisis.

A report was presented to Cabinet on 6th March 2018 which sought approval to make relevant changes as a result of the Act. It was recommended a review of the new service within 12 months, to be presented to the Cabinet Member for Housing and Communities.

This report will provide information relating to the number of cases presenting as homeless, the needs of our customers and how well we are responding to these needs. The report will also highlight areas of further work.

The first year of the Homelessness Reduction Act 2017 has been a challenging one both locally and nationally. The principles of the legislation focus on early intervention and prevention. The change of legislative framework has required a significant culture change for staff in how they support our customers. During the first year of the Act the Housing and Homelessness Service has successfully prevented or relieved homelessness for 366 cases.

However, a significant number of people who require support are still not seeking help early enough as evidenced by those who are still presenting to us as homeless on the night. This means that our use of temporary accommodation is still high. This reflects the national picture whereby use of temporary accommodation has increased as a result of the Act.

The reasons for homelessness are not just about the loss of a home but finding and accessing an affordable alternative; either in the private rented sector or social housing. For Coventry, the gap between our Local Housing Allowance rates and private rented sector costs is higher than other areas in addition to the shortage of social housing. The Council is seeking to mitigate this by continuing to utilise our prevention pot monies to best effect. It is also hoped our new Top Up Rent scheme will increase the numbers of people; particularly families, who can access the private rented sector in the medium term whilst waiting for social housing if that is their preferred option longer term.

The Council recently approved it's Housing and Homelessness Strategy 2019 to 2024 and contains a number of longer term objectives for the Housing and Homelessness Service over the next 12 months. Key actions over the next 6 months include, improving quality of temporary accommodation options, review of the Coventry Homefinder Policy and continuing to encourage development of permanent housing options.

Recommendations:

The Cabinet Member is requested to:

- 1) Consider the information relating to the number of cases presenting as homeless and endorse the work being done to respond to their needs.
- 2) Endorse the progress made to date and note the areas highlighted for further work.

List of Appendices included:

There are no appendices with this report

Background papers:

None

Other useful documents

[Cabinet report: The implementation of the Homelessness Reduction Act 2017](#)

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

Yes – Scrutiny Board 4 - Housing and Communities – 11 July 2019

Will this report go to Council?

No

1. Context (or background)

1.1 The Homelessness Reduction Act came into force on 3rd April 2018 and placed new legal duties on English councils to ensure that everyone who is homeless or threatened with homelessness and eligible for assistance has access to meaningful help, irrespective of their priority need status. This means that there is a broader citizen group who are owed a duty. In addition to this, there is a legal duty to provide advice and carry out prevention work to support individuals to remain in their current homes.

1.2 The main requirements of the Act include:

- An extension in the number of days that a household should be deemed as threatened with homelessness from 28 days to 56 days in order to allow more time for prevention and relief work
- A Personal Housing Plan, which is prepared with the customer that details the customers individual housing and support needs. The plan clearly sets out the actions that the customer and Prevention Officer will take to retain or secure suitable accommodation. This approach is more person-centred and less transactional than the previous approach.
- Advice must be available to all people in the district regarding preventing homelessness, securing accommodation, the rights of homeless people, the help which is available and how to access help. In addition, there must be specific advice for groups who are more at risk of homelessness including care leavers, victims of Domestic abuse and ex-offenders.
- A referral duty that applies to specified public authorities, meaning that they must notify the local housing authority of anyone they are working with that they believe to be homeless or threatened with homelessness (with consent of the applicant). This duty came into effect on 1st October 2018.
- The assessment duty means that anyone who is homeless or threatened with homelessness and is eligible for assistance, is offered an assessment of their housing circumstances and are notified of the assessment in writing. The assessment includes the circumstances which have led to the homelessness and the housing and support needs of the household.
- For households who are already homeless, or for those whose homelessness could not be prevented, the relief duty applies. The Council & the applicant must agree 'reasonable steps' to help them to secure accommodation which is suitable and available for at least 6 months. This duty usually applies for 56 days.

1.3 In order to meet the requirements of the Homelessness Reduction Act 2017 and an increasing demand from people requiring homelessness support, locally and nationally, additional services were needed to be provided either by, or on behalf of, the Council. This included:

- An increase in case management and coordination of support service as opposed to a transactional service.
- Due to the broadening of timescales and citizen groups who are owed a duty, MHCLG projected that demand would increase by an average of 25-30%.
- An enhanced and significantly different data reporting system was implemented by MHCLG.
- Legislative training was required for all front line staff and managers.
- New processes, supporting paperwork and IT solutions were required to enable the service to deliver duties in line with the Act

- 1.4 A report was presented to Cabinet on 6th March 2018 with recommendations on how to implement changes to ensure legal compliance by 3rd April 2018. There was a coherent action plan that identified the steps required to ensure we were compliant that fell under the following four categories:
- Creating a new team and expanding the existing team
 - Information Management
 - Service Design
 - Managing Demand

2. Creating a new team

- 2.1 A new A new team of Homeless Prevention Officers was created, funded from New Burdens grant funding that was paid by MHCLG to all councils in England in order to meet the new duties. Coventry initially received a total of £1.4m over a 3 year period and the Government have committed to review future funding during 2019/20.

The team's focus is to implement the Council's legislative Prevention and Relief duties; to provide advice, to carry out the Housing Assessment and to develop Personal Housing Plans. Some changes were made to the customer journey and the team undertook a robust training programme. Each customer will undergo an assessment as part of the homelessness application and this must include details regarding:

- the circumstances that caused the applicant to become homeless or threatened with homelessness
- the households housing needs, including the type of accommodation that would be most suitable
- any support necessary to retain suitable accommodation

- 2.2 The information gathered by the Prevention Officers supports the steps agreed in the Personal Housing Plan (PHP) to prevent the customer becoming homeless or relieve the homelessness. This supports a more person-centred approach to service delivery.
- 2.3 Initially, it was agreed that there would be a team of 8 Prevention Officers, a Team Manager and Review Officer who would all be recruited on a two-year fixed term basis and would sit within Customer Services alongside the Housing Options Team (see figure 1). The size of the team was initially predicated on expected demand for the service considering the new homelessness legislation and the anticipated impact of Universal Credit.
- 2.4 In the months following implementation of the Act the Homelessness Prevention Team focussed on cases where there were prevention and relief duties. Where a main housing duty decision was required the case would be passed on to a Housing Assessment Officer to make the decision.
- 2.5 This meant additional resources of up to 22 FTE staff, with grant funding being used to create 10x Housing Solution Officer posts. As of April 2019 all posts are funded via core budget. Recruitment is ongoing to some of these posts and it is anticipated that the successful candidates will be in post by July 2019.
- 2.6 A review of the service showed that the initial structure did not have enough resource to meet the demand that was created as a result of the Act. Therefore, it was agreed that the Service would be separated from Customer Services and sit as one Housing & Homelessness Service under a new Head of Housing to create further capacity

Figure 1: Initial proposed structure chart for the Homelessness Prevention Service

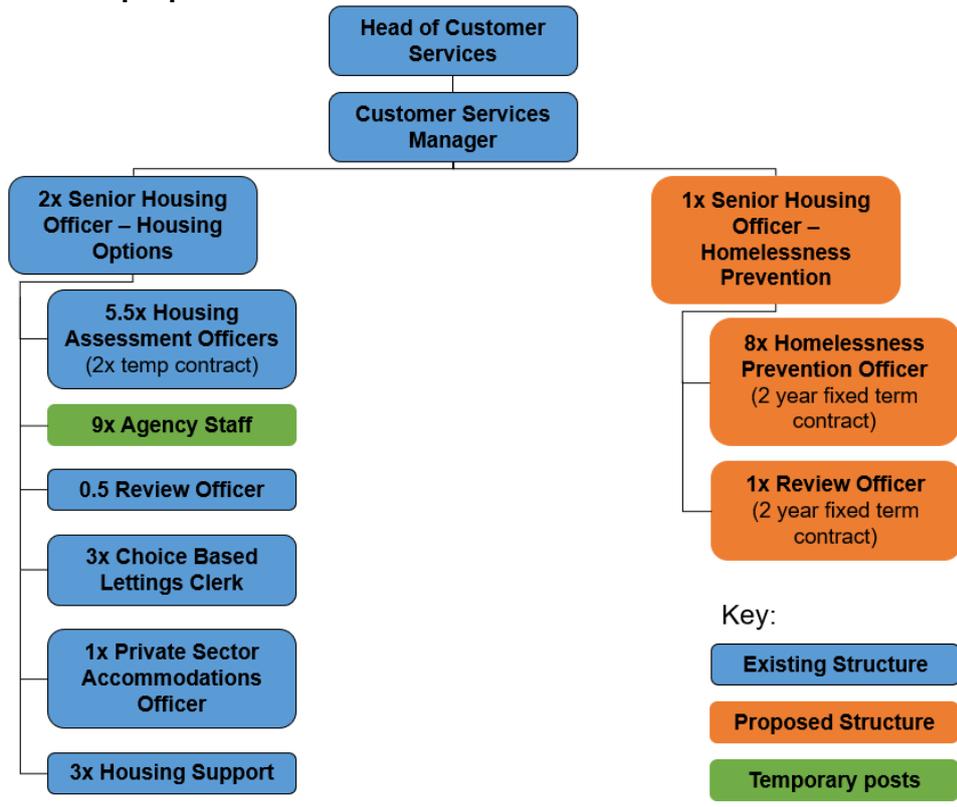
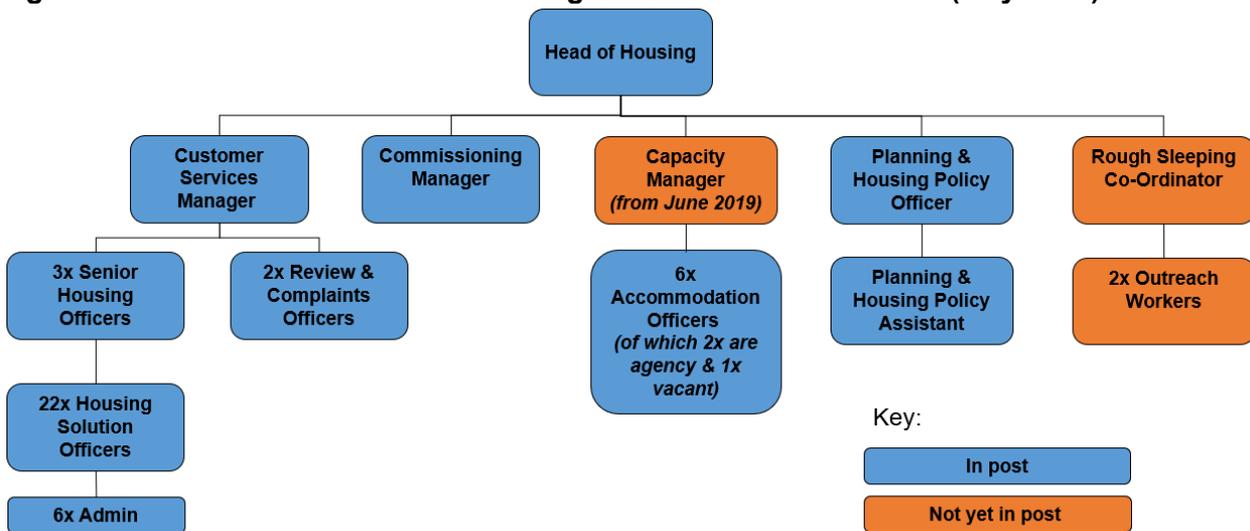


Figure 2: Actual structure for the Housing & Homelessness Service (May 2019)



3. Information Management

3.1 Due to the increase in information that was required from customers as part of their assessment and personal housing plan data sharing agreements needed to be put in place in order to be compliant with GDPR regulations. These agreements needed to detail the

information that we were collecting, how the data would be used and with whom the information would be shared.

- 3.2 The Homelessness Case Level Information Classification (HCLIC) was introduced in April 2018 by MHCLG to coincide with the commencement of the Act. The purpose of HCLIC is to collect case level data, which provides more detailed information on the causes and effects of homelessness and the long term outcomes. As a result of this a new IT system needed to be implemented to enable us to be compliant with our new reporting duties.

4. Service design

- 4.1 The implementation of the Act meant that some improvements were required in order to improve the customer journey due to an inevitable increase in footfall into the Customer Service Centre. A triage service was introduced in response to this which ensured that customers received the right level of support and advice based on their level of need from a trained Housing Options. This approach is in line with good practice and the Governments Homelessness Code of Guidance.
- 4.2 Three months after the Act was implemented and due to the complex nature of the queries the call queues were realigned so that customers came straight through to Housing Officers as opposed to the Contact Centre. This ensured that customers were given the right level of support and advice in the first instance.
- 4.3 Historically the Housing Options Service had a homeless prevention fund which was used to provide financial assistance to appropriate households who were either homeless or threatened with homelessness – pre HRA this did not have a budget attached to the spend. When the HRA was introduced the Housing Officers could apply to use funds from a Prevention Fund, with an allocated budget of £100k, to support the avoidance of homelessness if the customer was unable to access Discretionary Housing Payments. In 2018/19 a total of £135k was spent from the Prevention Fund and these funds have contributed to the number of the successful preventions and reliefs, in total 165 cases that were successfully prevented or relieved accessed the Prevention Fund. Primarily this funding is spent on providing upfront deposits or rent in advance for homeless households to access private rented housing or to make financial contributions to keep households in their existing accommodation.
- 4.4 A review of the process for Discretionary Housing Payments has led to the implementation of a more efficient process that has encouraged a more 'One Coventry' approach for both the DHP Team and the Housing & Homelessness Team.

5. Managing demand

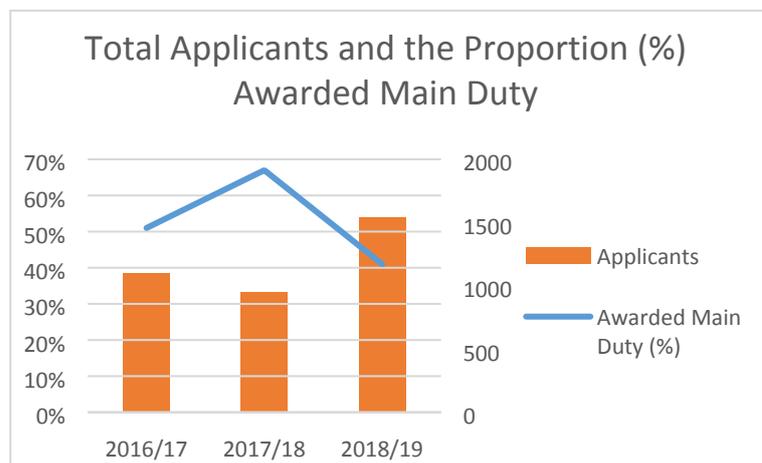
- 5.1 In 2018/19, there were a total of 3,085 approaches into the service. Of these 1541 homeless applications were taken. Of these 630 households went into the Prevention stage as they were threatened with homeless and of these 201 were successfully prevented.

In 2018/19 there were 1,119 cases entering the Relief stage which included 909 Homeless on the night cases – this is where a customer approaches but has already lost the accommodation they were in. In total there were 165 cases that were successfully relieved of Homelessness. When the 56 days in relief ends officers are required to make a Main Duty decision to ascertain if we owe a customer a legal duty to find them permanent accommodation. During 2018/19 we had 742 households where we were required to make

a Main Duty Decision, of these 644 were owed a main duty and 76 were not owed a main duty with 22 decisions still to be made.

5.2 The 1541 applications made in 2018/19 reflects a notable increase in demand for the service of 62% when compared to 2017/18 (949). In 2017/18 there had been a reduction in cases when compared to 2016/17 when 1 098 homeless applications were made. Despite there being such an increase in demand, this has not translated to a comparable increase in the number of households being awarded the main housing duty. As the table below outlines, although there was a slight increase in the number of main duty's awarded, there was only a total increase of 7 from 2017/18, alongside an increase of 592 applications.

5.3 There has also been a substantial decrease in the number of negative main duty decisions, with the 2018/19 figure (76) marking a fall of 70% from 2017/18 (252). On an operational level, staff have become more efficient at their roles, which has enabled them to prevent cases going through the service to the main duty. This is demonstrated by the number of positively closed at the prevention and relief stages, particularly from Q2 onwards, where staff had become better acquainted with the new legislation.



5.4 Alongside this increase in demand for the service, Coventry has also witnessed a substantial increase in the number of households being placed into interim accommodation. Though the picture looks similar on both a regional and national level, with numbers similarly increasing over this period across England the West Midlands, the proportional difference in the national and regional context represents a situation of greater severity in Coventry. Over the four-year period outlined in the table below, the number of households in temporary accommodation has **increased by 186 per cent**, compared to 79 per cent across the West Midlands and just 14 per cent nationally.

Total Households in Temporary Accommodation				
	2015/16	2016/17	2017/18	2018/19
England	71,670	77,220	80,720	82,250
West Midlands	2,170	2,610	3,430	3,890
Coventry	156	121	282	447

5.5 The council is mindful of the changing situation in the city and has subsequently introduced a number of measures to decrease the number of households in temporary accommodation. This includes the expansion of the accommodation team and recruitment of a Housing Capacity Manager to oversee this; reviewing the Coventry Homefinder Policy; creating actions within the Housing and Homelessness Strategy to address the issue; and

the working development of a separate Temporary Accommodation Strategy to further expand on the plans outlined in the H&H Strategy.

5.6 The detail that is captured as part of the personal housing plans and assessments has allowed us to expand our understanding of the factors which contribute towards initial approaches. Future analysis of this data will be used to inform our future strategic direction, operations management, and commissioning plans.

- 5.7 The top 3 reasons for homelessness in both 2017/18 and 2018/19 were:
- End of Private Rented Tenancy – Assured Shorthold Tenancy
 - Family Evictions
 - Domestic Violence

The three main reasons for homelessness in Coventry are in line with both the regional and national picture.

- 5.8 The majority of homeless prevention officers were recruited in time for the implementation of the Act. However, at the start of Q3 there was an increase in funding available to recruit more members of staff, which is reflected in the number of successful preventions taking place. 29% of total preventions in Q1 and Q2 were successful, versus 71% in Q3 and Q4. From an operational standpoint this comes as a result of two things; firstly, increases in staff creating a greater capacity, and secondly, many staff had, by this point, become more acquainted with the prevention duty, enabling them to perform at a greater efficiency. As a result of this, the proportion of successful prevention cases within the total figure has sustained in to the new financial year.
- 5.9 Similarly, to the prevention data, the increase in resource in the team reflects a positive trend in the number of successful relief cases. 23% of cases closed during the relief stage during Q1 and Q2 were closed for positive reasons (most commonly this is a household securing suitable accommodation), versus 77% in Q3 and Q4.
- 5.10 The main challenge in managing demand is Case Officer workload, Thus has been an ongoing internal challenge. A maximum 45 cases per officer has been set as an internal target to ensure that officers can effectively balance their casework alongside their other duties (there is a rota for the phones, working in the customer service centre etc). Often, by this standard, the service has been operating at and over full capacity, particularly after Q1.

6 Next Steps

- 6.1 The Housing and Homelessness Strategy and Action Plan were agreed by Cabinet and Council in March 2019.
- 6.2 Notable projects that will affect the service planned over the coming months include:
- Further business process design, including enhancements to improve the customer and to continue to embed these – **by December 2019**
 - Embedding and expanding the responsibility of the new Accommodation Team, especially to address the cost and quality of Temporary Accommodation in the city – **by December 2019**
 - A new Housing Related Support contract to support the Council deliver its Homelessness duties - **by April 2020**
 - Review of the Homefinder (Allocations) Policy and other policies which affect homeless residents – **Implemented by April 2020**
 - Encourage the development of permanent housing options - **Ongoing**.

7. Options considered and recommended proposal

7.1 There are no options to be considered as part of this report.

8. Results of consultation undertaken

8.1 There has been no consultation as part of this as no changes are being proposed.

9. Timetable for implementing this decision

9.1 There is no decision to be made as a result of this report.

10. Comments from Director of Finance and Corporate Services

10.1 Financial implications

The overall budget for Housing & Homelessness was restructured in 2018/19 to bring all relevant activity into one place. The overall net budget in 2018/19 was £5.9M, and net expenditure was just under £9.0M producing an overspend of £3.0M. The key components of the Housing and Homelessness Service are:

- the staffing team to discharge Prevention and HRA duty,
- top up costs for emergency accommodation (that cannot be met through Housing Benefit Subsidy grant), and
- the costs of providing support either through prevention, or for homeless households to ensure move on and sustainment of a permanent housing option.

Our main area of pressure manifests itself in top up costs for emergency accommodation. This accounts for £5.5M of expenditure in 2018/19 and accounts for the majority of the overspend. This pressure has continued to increase over the last 4 years, due to increases in the number of households in temporary accommodation. The prevention duty has exacerbated this pressure as the legislation increases the amount of time that households can be in temporary accommodation. Moving forward the degree to which we can prevent households needing temporary accommodation can help to reduce this impact.

The prevention duties are funded from grant, and the funding allocations for the financial year increased to £670K for Flexible Homelessness Support grant, and £187K for HRA New Burdens. In addition to the net budget, we drew down and spent £0.5M of this money in 2018/19. The remaining resource is budgeted to be used in the 2019/20 financial year against the revised Housing and Homelessness structure.

10.2 Legal implications

The Homelessness Reduction Act 2017 came into force on 3rd April 2018 and there is a Homelessness Code of Guidance which should be applied by local housing authorities. The Homelessness Reduction Act 2017 introduced new statutory duties relating to the prevention and relief of homelessness, as detailed in the report. In brief summary, these include: the new assessment duty, the prevention and relief duty.

The Council must ensure that it acts in a legally compliant manner with the Housing Act 1996, as amended by the HRA 2017, and in accordance with the relevant case law when making decisions on homeless duties owed to applicants.

11. Other implications

11.1 How will this contribute to the Council Plan (www.coventry.gov.uk/councilplan/)?

This will directly contribute to the Council Plan 'Locally Committed' commitment to improve the quality of life for Coventry people, protecting our most vulnerable residents – preventing homelessness and helping people who do become homeless.

11.2 How is risk being managed?

Throughout the first year following the implementation of the Act, the service in conjunction with Senior Housing Board have been closely monitoring the impact of the changes in response to the new legislation and additional statutory duties, and, this will continue happen so that future plans and initiatives are overseen over the next 12 months.

11.3 What is the impact on the organisation?

The organisation following the first year of the Homelessness Reduction Act has significantly increased resource to support the strategic priority to prevent & reduce homelessness. Services continue to work together in line with the Housing & Homelessness strategy to ensure a One Coventry approach.

11.4 Equalities / EIA

Not applicable as no changes proposed in this report.

11.5 Implications for (or impact on) the environment

None

11.6 Implications for partner organisations?

There are no direct implications for partner organisations. We have worked with relevant partner organisations as part of the homelessness forum to ensure that we are working collaboratively to ensure we are meeting the new statutory duties.

Report author(s):

Name and job title:

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Jade Skilling, Project Support Officer – Transformation & Major Projects

Directorate:

People

Tel and email contact:

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Director, Housing and Transformation
024 7678 7915

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Usha Patel	Governance Services Officer	Place	3 June 2019	6 June 2019
Jim Crawshaw	Head of Housing	People	29 May 2019	10 June 2019
Ross Mudie	Planning & Housing Policy Assistant	People	22 May 2019	23 May 2019
Mandeep Chouhan	Customer Services Manager	People	29 May 2019	10 June 2019
Gemma Tate	Change Manager	People	22 May 2019	28 May 2019
James Harrison	Programme Manager	People	29 May 2019	30 May 2019
Names of approvers for submission: (officers and members)				
Finance: Rachael Sugars	Finance Manager	Place	3 June 2019	7 June 2019
Legal: Laura Stockin	Regulatory Civil Lawyer	Place	3 June 2019	6 June 2019
Director: David Ashmore		People	3 June 2019	17 June 2019
Members: Cllr Tariq Khan	Cabinet Member		10 June 2019	19 June 2019

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Public report Cabinet Member Report

Cabinet Member for Housing and Communities

1 July, 2019

Name of Cabinet Member:

Cabinet Member for Housing and Communities – Councillor T Khan

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

None

Title:

Outstanding Issues

Is this a key decision?

No

Executive Summary:

In May 2004 the City Council adopted an Outstanding Minutes System, linked to the Forward Plan, to ensure that follow up reports can be monitored and reported to Members. The attached appendix sets out a table detailing the issues on which further reports have been requested by the Cabinet Member for Housing and Communities so he is aware of them and can monitor progress.

Recommendations:

The Cabinet Member for Housing and Communities is requested to consider the list of outstanding issues and to ask the Member of the Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

List of Appendices included:

Table of Outstanding Issues.

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report author(s):

Name and job title:

Usha Patel, Governance Services Officer

Directorate:

Place

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024 7697 2301 usha.patel@coventry.gov.uk

Enquiries should be directed to the above person.

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	Subject	Date for Further Consideration	Responsible Officer	Proposed Amendment to Date for Consideration	Reason for Request to Delay Submission of Report
1	<p>Article 4 direction - HiMO's (petition)</p> <p>Review to be undertaken in relation to HiMO's in the Cannon Park area, Coventry, findings to be reported in 12 months time.</p> <p>CM for Comm Dev, 1st November 2017)</p>	TBC	Mark Andrews		Officers waiting for information to be submitted by the residents association
2	<p>Response to a petition to get homeless people accommodated & not living in Barracks Car Park</p> <p>Establish a Rough Sleeping Steering Group</p> <p>CM for Housing & Communities 5 Feb 2019 (Minute 30(2)(a))</p>	TBC	David Ashmore		

* Identifies items where a report is on the agenda for your meeting

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