



## Notice of meeting of

### Shadow Executive

**To:** Councillors Merrett (Chair), Evans, Fraser, Horton, Kind, King, Looker, Potter and Simpson-Laing

**Date:** Wednesday, 4 April 2007

**Time:** 3.00 pm

**Venue:** The Guildhall, York

### AGENDA

#### 1. **Declarations of Interest**

At this point, Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

#### 2. **Minutes** (Pages 1 - 6)

To approve and sign the minutes of the Shadow Executive meeting held on 21 March 2007.

#### 3. **Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Shadow Executive's remit can do so. The deadline for registering is Tuesday 3 April 2007, at 5.00 pm.

#### 4. **Executive Meeting on 10 April 2007 - Calling-in**

To consider the items on the agenda for the Executive meeting to be held on 10 April 2007, and to take a decision on whether to call-in any of these items.

Please note that the reports relating to these items will be published on the Council's website on 30 March 2007. The website

address is [www.york.gov.uk](http://www.york.gov.uk) Copies of the Executive agenda and reports are also available for viewing at public libraries in York and can be obtained by telephoning Democracy Support Group on York (01904) 551088.

**5. Community Use of School Premises** (Pages 7 - 20)

To receive a briefing report which provides background information about the community use of school buildings.

**6. Maximising Investment into the City for New Affordable Homes** (Pages 21 - 26)

To receive a briefing report which provides an overview of the options open to the Council to increase the level of investment into new affordable homes within the city.

**7. Any Other Matters which the Chair decides are urgent under the Local Government Act 1972.**

Democracy Officer:

Name: Simon Copley

Contact details:

- Telephone – (01904) 551078
- E-mail – [simon.copley@york.gov.uk](mailto:simon.copley@york.gov.uk)

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

City of York Council

Committee Minutes

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MEETING	SHADOW EXECUTIVE
DATE	21 MARCH 2007
PRESENT	COUNCILLORS MERRETT (CHAIR), FRASER, HORTON, KING (EXCEPT FOR EXECUTIVE ITEMS 5-12), LOOKER, POTTER (EXCEPT FOR EXECUTIVE ITEMS 5-12) AND SIMPSON-LAING
APOLOGIES	COUNCILLORS EVANS AND KIND

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**192. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

Councillors Horton and Looker declared personal non-prejudicial interests in Executive item 8 (Concessionary Travel Scheme for Elderly and Disabled Persons – Implications of Appeal by First York) as holders of bus passes.

**193. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That the press and public be excluded from the meeting during consideration of Annex A to Executive item 8 (Concessionary Travel Scheme for Elderly and Disabled Persons – Implications of Appeal by First York) (minute 199 refers) and Annex 2 to Executive item 9 (Waste PFI – Updated Outline Business Case) (minute 200 refers), on the grounds that they contained information relating to the financial or business affairs of particular persons, which was classed as exempt under Paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006.

**194. MINUTES**

RESOLVED: That the minutes of the meeting of the Shadow Executive held on 7 March 2007 be approved and signed by the Chair as a correct record.

**195. PUBLIC PARTICIPATION**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

**196. EXECUTIVE FORWARD PLAN**

The Shadow Executive made the following comments on the Forward Plan at page 7 of the papers circulated for the Executive meeting to be held on 27 March 2007:

*The Shadow Executive:*

- *May require Officer attendance at the relevant Shadow Executive meeting/s in respect of the following items (current Executive dates in brackets):*
  - *Should York be a World Heritage Site? (24/4)*
  - *Draft Sustainable Development Strategy for CYC (24/4)*

**197. MINUTES OF THE LOCAL DEVELOPMENT FRAMEWORK WORKING GROUP**

The Shadow Executive considered a report which was listed as item 6 on the agenda for the Executive meeting on 27 March 2007, at page 9. The report presented the minutes of recent meetings of the Local Development Framework Working Group and asked Members to consider the advice given by the Working Group in its capacity as an advisory body to the Executive.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *With regards to minute 26, express concern regarding the two years plus projected delay to the achievement of a Local Development Framework and the knock on consequences this has on the Area Action Plan for the York Central and British Sugar sites, and is alarmed at the imminent demise of the Structure Plans and the lack of preparation for this, in terms of putting in place arrangements to protect the green belt.*
- *With regards to minute 36, note the comments at the meeting regarding the extremely high private rent levels in the city, as indicated by the consultants, and also note that the issue of sub-division of properties was raised at the meeting but omitted from the minutes.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**198. FUTURE YORK RACE MEETINGS - TRAFFIC MANAGEMENT ARRANGEMENTS**

The Shadow Executive considered a report which was listed as item 7 on the agenda for the Executive meeting on 27 March 2007, at page 29. The report advised Members of the results of the traffic management arrangements adopted during the 2006 racing season and made appropriate recommendations concerning future York race meetings.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *Express concern at the situation regarding traffic policing and the arbitrary capping of traffic management funding arrangements to meet a previously allocated sum, in terms of their negative impact on traffic and parking arrangements for residents.*
- *Note that there is a strong case for the racecourse, as the financial beneficiary, to fund the measures.*
- *Highlight their concern about the particular issue of pedestrian and cyclist safety with the suspension of the Tadcaster Road crossings.*
- *Query the proposed arrangements on Knavesmire Road and are not convinced that they eliminate safety hazards.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**199. CONCESSIONARY TRAVEL SCHEME FOR ELDERLY AND DISABLED PERSONS - IMPLICATIONS OF APPEAL BY FIRST YORK**

The Shadow Executive considered a report which was listed as item 8 on the agenda for the Executive meeting on 27 March 2007, at page 53. The report advised of the outcome of an appeal by First York to the Department for Transport for additional reimbursement payments in respect of bus travel concessions and considered the likely implications of the appeal decision for the Travel Concession Scheme in 2006/07 and 2007/08.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *Are surprised that this was not covered in contingency as it was flagged up at a Quality Bus Partnership related meeting in December 2005 and the notice was given in April 2006.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**200. WASTE PFI - UPDATED OUTLINE BUSINESS CASE**

The Shadow Executive considered a report which was listed as item 9 on the agenda for the Executive meeting on 27 March 2007, at page 69. The report provided updated financial information on the Waste Private Finance Initiative (PFI) project, identified a revised affordability position for the Council and sought confirmation that Members were committed to finding the additional resources required to make the project affordable.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *Note again the failure to demonstrate how funding of the proposed PFI could be met in practice and what the consequences of this might be, in terms of cuts to other services, should this approach be adopted, and therefore cannot support the recommendation.*
- *Also note that the Executive Leader acknowledged that the Council cannot afford this PFI at the last Council meeting.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

## **201. CORPORATE ASSET MANAGEMENT PLAN**

The Shadow Executive considered a report which was listed as item 10 on the agenda for the Executive meeting on 27 March 2007, at page 81. The report presented a draft Corporate Asset Management Plan for the period 2007-2012 and asked Members to consider approving and adopting the Plan.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *Note this report.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

## **202. ANNUAL AUDIT LETTER**

The Shadow Executive considered a report which was listed as item 11 on the agenda for the Executive meeting on 27 March 2007, at page 137. The report summarised the key findings and conclusions of the District Auditor on the Council's arrangements in respect of the 2005/06 audit year.

It was noted that the additional figures referred to in paragraph 6f) of the report had only just been received and would be made available to Members on 22 March 2007.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *Note with alarm the comments in terms of the future Comprehensive Performance Assessment, the failure to address the problems flagged up in last year's Letter and the failure to undertake a genuine partnership approach, a consequence of which is the expression of dissatisfaction by the Council's partners.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

### **203. COMPREHENSIVE PERFORMANCE ASSESSMENT REFRESH 2006**

The Shadow Executive considered a report which was listed as item 12 on the agenda for the Executive meeting on 27 March 2007, at page 159. The report provided details of the Council's 2006 Comprehensive Performance Assessment (CPA) score, and explained why block scores had changed since 2005.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *Note that performance is in decline in important areas and that Housing has dropped two points, from excellent (4 points) prior to 2003, to only 2 points now.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

### **204. THE USE OF THE ECOLOGICAL FOOTPRINT & CARBON FOOTPRINT IN YORK TO TACKLE CLIMATE CHANGE**

The Shadow Executive received a briefing report and presentation on the use of the Ecological Footprint and Carbon Footprint in York to tackle climate change.

The briefing discussed possible actions that could be taken, relating to housing, food and transport, to reduce the Ecological Footprint and Carbon Footprint in York and therefore the impact on climate change.

Representatives from the Stockholm Environment Institute and the York Environment Forum attended the meeting to contribute to the discussion.

The Shadow Executive thanked officers for preparing the briefing and the representatives for attending the meeting.

RESOLVED: That the briefing report and presentation be noted.

**205. CONSIDERATION OF HOW THE LOCAL DEVELOPMENT FRAMEWORK (LDF) CAN HELP ADDRESS THE SUBDIVISION OF DWELLINGS AND STUDENTIFICATION**

The Shadow Executive received a presentation which considered how the emerging Local Development Framework (LDF) could attempt to address concerns about the subdivision of dwellings and the increase in family properties being converted to student lets, and therefore help to maintain sustainable communities and facilities.

The Pro Vice Chancellor (Estates & Strategic Projects), Acting Accommodation Officer and Students' Union President attended the meeting on behalf of the University of York to contribute to the discussion.

The presentation and subsequent discussion covered a range of issues relating to the number of flats in York, students and the community, the sub-division of houses into houses in multiple occupation (HMO's), and the need for Design for Life properties.

The Shadow Executive thanked officers for preparing the briefing and the representatives for attending the meeting.

RESOLVED: That the presentation be noted.

D M Merrett, Chair

[The meeting started at 3.00 pm and finished at 5.00 pm].





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## Meeting of Shadow Executive

4 April 2007

Report of the Director of Learning, Culture and Children's Services

## Community Use of School Premises

### Summary

1. This report provides background information about the community use of school buildings.

### Background

2. The use of schools buildings by the community is not new. Indeed, some local authorities, most notably Cambridge and Leicestershire, made it a point of principle when establishing comprehensive schools in the 60's and 70's that schools should become colleges serving the wider community. For the most part, this meant locating Adult Education in schools and encouraging, by this means, the development of closer links with the local community.
3. The wider aspiration for schools to provide a focus for community activity is now almost routine in thinking about the future of the education system. Here, for example, is Ruth Kelly, then Secretary of State for Education and Skills, in 2005 'I want to see every school reaching out to their community'. Indeed, it is almost impossible to find anybody speaking against the idea of putting schools at the heart of their communities.
4. The reality, however, is rather more complex than the rhetoric. The concept of community education, or community schools, actually combines a number of different ideas. These can be broadly summarised as follows:
  - Children should have access to educational opportunities outside the regular school day, and this should be provided on a voluntary basis at the schools they attend,
  - Adult Education should be provided using the same network of buildings that are used to provide education for children,
  - School buildings represent a valuable asset which, in the interests of efficiency, should be used by the community when they are not being used by children,
  - The curriculum should be shaped and influenced by the needs of local communities.

**Educational opportunities outside the regular school day.**

5. The government has invested heavily in the concept of what it calls 'Extended Schools'. Additional funding has been provided in order to achieve the national target that by 2010, all schools should provide access to a core of extended services, with half of all primary schools and a third of all secondary schools doing so by 2008.
6. Extended services and activities can be organised and delivered directly by school staff, and/or by schools working in partnership with existing local private or voluntary sector providers, via school clusters and/or by third parties. While many schools may choose to develop an even richer mix of services and activities, the core offer for mainstream and special schools is:
  - high-quality childcare provided on the school site or through clusters or other local providers, with supervised transfer arrangements where appropriate, available 8am – 6pm all year round,
  - a varied programme of activities to be on offer, such as homework clubs and study support, sport (at least two hours a week beyond the school day for those who want it), music tuition, dance and drama, arts and crafts, special interest clubs such as chess and first aid courses, visits to museums and galleries, learning a foreign language, volunteering, business and enterprise activities,
  - parenting support including information sessions for parents at key transition points, parenting programmes run with the support of other children's services and family learning sessions to allow children to learn with their parents,
  - swift and easy referral to a wide range of specialist support services such as speech therapy, child and adolescent mental health services, family support services, intensive behaviour support, and (for young people) sexual health services. Some may be delivered on school sites, and
  - providing wider community access to ICT, sports and arts facilities, including adult learning.
7. To monitor the provision of extended services, Ofsted and other involved inspection organisations have developed a new system of school inspection that covers both education, wider childcare provision and extended activities.
8. In York, just under £1M has been provided over the two financial years 2006 – 08 to support these developments. The city has set itself the challenge of all schools becoming extended school by 2008. These figures were agreed in advance of the publication of the core offer and may not be achieved. However, significant progress has been made and all schools have attended the training provided by the Training and Development Agency (TDA) which is a requirement for any school seeking to become registered as an Extended School. A summary of the position of schools in the authority is attached at Annex A.
9. Concerns have been expressed about the sustainability of these developments. In the recent budget announcement, some reassurance has

been provided that the funding already provided will continue during the three year period covered by the comprehensive spending review:

'As you will be aware, the chancellor published his 2007 budget on Wednesday 21 March. The budget brought positive news for children, young people and families, with £10.7 billion more capital and revenue funding being invested in schools, colleges, universities and children's services by 2011. The budget showed particularly strong support for extended schools which we wanted to ensure you were aware of. As well as updating on the excellent progress made so far, with over 4000 schools already delivering the full core offer of extended services, it committed additional funding for extended schools in 2008 - 2011 over and above existing levels. This was particularly in recognition of the Training and Development Agency's concerns about the workload involved in developing and maintaining extended activities - in particular building the effective links with local agencies, businesses and other educational institutions on which a full menu of activities and services depends. Further information about local authority allocations will follow later in the year.'

### **Adult Education**

10. The city's Adult and Community Education (ACE) service currently makes extensive provision on over 80 sites in the city, including schools. Access to school premises is paid for by the service which spends roughly £50K per annum according to an agreed set of charges based on a standard calculation which includes the following:
  - floor area (£2.50 per hour per 50m<sup>2</sup>),
  - a fixed fee (£4.77 per evening), and
  - the cost of caretaking (about £35 per evening secondary school and £16 per evening primary school).
11. The service has recently been inspected and achieved a grade 2 (good) for the quality of provision that it makes. The summary report comments that:

'Programmes are delivered through adult education centres based at seven secondary schools. The adult education centres also use about 80 smaller venues such as village halls and community centres. The service works closely with schools and other partners to target parents and carers who do not have a level 2 qualification. Partnership working is effective in widening participation and engaging learners. CYC works particularly effectively with schools and voluntary organisations to provide a wide range of accessible venues at times that meet learners' personal needs.'
12. The current policy is based on the need to ensure access to adult learning within local communities and this is recognised as a strength throughout the report, which identifies as a particular strength the quality of Family Learning (Grade 1 – outstanding).
13. However, the service has identified as a major priority the need to ensure that the accommodation used for adult learning is also of high quality and that facilities are available to support learning through ICT and appropriate use of

audio visual equipment. For this reason the service is also developing provision through the network of library learning centres that are being developed in the city. Funding has been secured for New Earswick (Targeted Capital), Acomb (LSC) and a bid to the big lottery is being prepared for Tang Hall. These refurbished venues will provide additional community provision in venues that are more appropriate for use by adults. It should be noted that for many people, particularly in more disadvantaged communities, the library is a more attractive venue than the school which can have negative associations.

### **Use of school buildings.**

14. Decisions about the use of school buildings rest with the school governing body, though a statutory power exists for the authority to direct the school to make premises available at a price which at least covers the costs incurred by the school. These are known as 'directed lettings'. It is rare for schools to refuse lettings, and some schools rely on the additional income to support future development of the school and its buildings.
15. It should be noted that schools are not allowed to subsidise community use from their main school budget, which can only be used for the education of the children attending the school.
16. The advice provided to schools in the past from property services has tended to recommend that schools should set commercial rates and this has sometimes been a disincentive for community groups. The authority is currently working on the development of a lettings policy which includes provision for schools to charge at actual cost. An example of such a policy is attached at Annex 2.
17. Even when schools only charge at cost to cover caretaking, energy, wear & tear and administration, they are not always competitive with existing community premises. This can be for a number of reasons:
  - Many schools do not have zoned heating and the cost of opening a large building in order to allow the use of one room can, as a consequence, be higher than it would be for a smaller and less well maintained community venue,
  - The cost of caretaking and cleaning for council owned property can be higher than for other landlords who make use of casual or private sector labour or do not undertake the work to the kind of standard that is required if children are using the school the following day.
18. It should not be assumed that all communities are seeking access to school premises. Two case studies make the point. In Case Study one, the building of a new school hall and community venue actually put at risk existing community provision which was highly valued by local people and was the focus for local voluntary activity. In Case Study two, a school seeking funds for flood lighting for its all weather pitch has put at risk the viability of a similar pitch provided by a local sports club that does not have floodlighting. The authority recommends that any school seeking to market its facilities should work very closely with

existing community groups in order to establish need and understand the position of existing providers.

19. In a number of schools with exceptional facilities, extensive provision is made for the community on a largely commercial basis. Only a small number of schools in the city, mainly secondary schools such as Oaklands, actually have facilities that lend themselves to this kind of provision.
20. For a number of reasons such provision rarely covers its costs. At Oaklands, for example, no specific payment is made for the actual use of the premises as it is run as an extended school not a Local Authority Service. However, the Leisure budget provides grant support (a subsidy) through an SLA for the wider community provision of £71k 2006/07 which equates to £122k in a full year. Where such provision is subsidised by the council it is usually in response to a policy priority to ensure that services are available in areas where they would not be considered commercially viable by the private sector.
21. Continued and enhanced community access to school sports facilities remains an important aspect of each of the zonal sports plans and projects aiming to create this feature in Active York's investment planning portfolio.
22. Predominantly the requirements come from sports clubs and groups looking for consistent times and venues for their activities. In particular, the competition for available indoor and sports hall space is evident, with most secondary schools in the city being booked to capacity during peak times. For these groups, provision of good quality facilities at sustainable rates, security of lease, and simple administrative systems are all important. Ways of combating inconsistencies in these areas across the city continues to be an area to address.
23. There is also some identified need for accessibility to school facilities for activities loosely termed "casual" or "pay and play". It is important however to note that the concept of this casual use is more often than not still pre organised activity which is open to any member of the public eg an aerobics class for a per session fee, or a prebooked slot on a badminton court, rather than a completely open, turn up and play session.
24. As such, it is recognised that both types of activity require access to school premises in order to use the city's sporting assets to their fullest. However, the logistical and financial barriers are many and schools will require significant support to find the appropriate solutions to their individual circumstance.
25. Active York will continue to work with schools to broaden the core lease times available to clubs (eg open later, during holiday periods and at weekends) as well as encourage an ethos of integrated rather than dual use provision where possible. This may build capacity at the times when clubs need access to the facilities most. It will also be the only way to release facility time for the more casual approach to recreation provision.
26. Schools will also require significant financial support if they are to take on this extended role. Many school facilities are not currently of a high enough quality,

or have the appropriate equipment to support community use. For example most school markings will be for junior regulations and the kit used will need to be purchased and stored separately from the PE department assets. Ancillary facilities such as changing areas and receptions/ office space will also require investment to cope with increased usage. Additionally, administrative arrangements and business planning functions will need boosting to deal with staffing contracts, cash handling, increased caretaking duties, energy provision, insurances etc.

27. For many schools, whilst the desire to open their doors to the wider public is indeed there, the risk in taking on a loss leader is too great without an underwritten subsidy and the guarantee that community use will not undermine the school improvement agenda.
28. Active York's role is to support schools to find their own solutions to these problems. Through a SLA with CYC, over the last 3 years, All Saints school has been gradually building up its community use agreement, and developing its business to require less and less subsidy. Whilst not quite there yet it is still an aspiration that within the next year it will provide both group bookings and pay and play programmes and make it the centre for local community recreation.

### **Section 106 funding**

29. It is not always appreciated that the provision of community facilities is heavily dependent on capital funding to ensure that facilities are maintained to an appropriate standard. Public expectations have risen significantly in recent years and many adults are no longer prepared to tolerate the kind of facilities that are available in schools. It is worth noting that the cost of the recent investment in the Oaklands Sports centre, provided through lottery funding, was over £1M. The main source of such funding is through Section 106 funding for Leisure facilities as a condition of planning permission for the development of sites in the city.
30. Section 106 money for leisure facilities is received from developers when there is no play, amenity open space or space pitch provision with the development. Not all sites make payments, for example medium size sites may include play and amenity provision but not sports pitches and therefore only a sport payment would be made. Where payments are made it has to be used reasonably close to the development so that the occupants benefit from the investment.
31. Payments come in two types - revenue when the developer has built new facilities - usually a playground or amenity open space which is then transferred over to CYC, or capital - to provide new facilities or increase capacity or standards of existing facilities. Capital payments constitute nearly all of the money received.
32. Use of 106 Payments are administered by members of the Parks and Open and Space and Sport and Active Leisure teams. Parks and open space money has to date tended to go to city centre sites reflecting where the development

has taken place. With the change in the housing threshold at which 106 criteria apply in April 2005 (down from 10 dwellings to 1 dwelling) more money is now being received in Parish area and payments are now starting to be made to Parish Councils where they are the providers of facilities close to the development. Use of the sports pitch payments are informed by the Sport and Active Leisure Zone Plans.

33. Over the last 5 years £450,000 has been spent, and £350,000 is allocated and /or awaiting to be spent. A further £1,000,020 has been agreed as part of planning applications which are likely to be implemented over the next 5 years. Key projects which have been supported are Rowntree Park (lottery restoration, skateboard and tennis courts), Glen Gardens (tennis and basketball courts) Oakland's Sports centre, play areas, smaller parks and gardens, grants to voluntary sports clubs for equipment and buildings, grants to Parish Councils for improvement to facilities and land they manage. There has been no or very little additional revenue to support these investments so the existing R&M budgets have to cope.

### **Consultation**

34. This report was requested by the Shadow Executive.

### **Options**

35. This report does not include recommendations for action.

### **Analysis**

36. The analysis of the current provision of community access to schools is included in the body of the report

### **Corporate Priorities**

37. This report does not directly address any of the corporate priorities of the City of York Council.

### **Implications**

**Financial** (Contact – Head of Finance for LCCS).

38. The financial implications of the community use of school premises are included in the body of the report

**Human Resources** (HR) (Contact – Head of HR for LCCS)

39. There are no implications

### **Equalities**

40. There are no implications

**Legal**

41. There are no implications

**Crime and Disorder**

42. There are no implications

**Information Technology (IT)**

43. There are no implications

**Property**

44. There are no implications

**Other**

45. There are no implications

**Risk Management**

46. The risks associated with the community use of school buildings have not been analysed in detail but would include the following:
- Liability for any costs associated with the commercial failure of community use of school buildings,
  - Liability for insurance and other costs associated with the public use of school buildings,
  - The impact on existing community groups and premises of any extension of the use of school buildings by existing community groups.

**Recommendations**

47. The Shadow Executive is recommended to note and comment on the report.

Reason: In order to make recommendations to the council on the community use of school premises.



**Contact Details**

**Author:**

Patrick Scott  
Director  
Learning, Culture and Children's  
Services  
01904 554200

**Chief Officer Responsible for the report:**

Patrick Scott  
Director of Learning, Culture and Children's Services

**Report Approved**  **Date** 3 March

**Specialist Implications Officer(s)** None

**Wards Affected:** *List wards or tick box to indicate all*

**All**  Yes

**For further information please contact the author of the report**

**Background Papers:**

None

**Annexes**

Annex 1: Audit of Extended School Provision  
Annex 2: Model Lettings Policy

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EXTENDED SCHOOLS CLUSTER REPORT (ESCR)															
<b>LOCAL AUTHORITY: York</b>															
Report coverage		All schools													
Report date		11/01/2007													
Data is sorted in alphabetical order by cluster, then by school															
<b>WHAT DO THE COLOURS MEAN?</b>															
Yellow		A yellow school is one with no delivery date, or a delivery date greater than September 2007 entered, but where the school is already delivering the Full Core Offer													
Red		A red school is one that is targeted to deliver by September 2007, but has had no information entered against it in the ESP system for any element of the core offer													
Amber		Amber shows a target date between April 2006 and September 2007 for delivery of the full core offer													
Green		Green shows delivery of a particular element - 'Sustainable' or 'Full access' for Childcare, and 'Sustainable' or 'Full' for all other elements													
Blue		Blue shows that a school is delivering the full core offer													
<b>HOW TO USE THIS REPORT</b>															
Please note that the Extended Schools Cluster Report is for information only and any updates need to be made on the ESP system itself.															
The report can be used in many ways, but here are some of the most common ones:															
<b>1) IDENTIFYING GAPS IN CLUSTER PROVISION</b>															
If you have 8 schools in a cluster, and 5 of them are 'Sustainable' or 'Full access' for Childcare, whilst 3 of them are providing no access, you can quickly see where these gaps are occurring.															
<b>2) IDENTIFYING SIGNPOSTING OPPORTUNITIES</b>															
Continuing the example above, if 5 schools within a cluster are already offering Childcare, you may be able to set the other 3 to 'Full Access', as they can signpost to this existing provision															
<b>3) CORRECTING ANOMALIES BETWEEN TARGET DATE AND DELIVERY</b>															
If a school is already delivering the Full Core Offer, but has no target date set, the school name will appear in yellow - these schools should have their delivery date corrected															
<b>4) IDENTIFYING FURTHER CLUSTERING OPPORTUNITIES</b>															
In many cases, not all schools within a Local Authority are clustered - this report will help you to see which ones are not clustered, and possibly based on existing provision, assign them to one															
<b>5) IDENTIFYING PRIORITY AREAS FOR DATA COLLECTION BASED ON LAST UPDATED DATE</b>															
Each school has a 'Last Updated' field against it - if there is no date in here, or if the school has not been updated for some time, effort should be focussed on updating these schools															
Cluster Name	School	Number of pupils	Phase	Last updated	Date for completion of LA process	Progress in Extended Schools programme	Location of Childcare	Full core offer available from	Childcare	Varied menu of activities	Swift and Easy referral	Parenting support	Community use	Full core offer	
Acomb Partnership	Acomb Primary School	247	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Some	NO	
Acomb Partnership	English Martyrs' Roman Catholic Voluntary Aided Primary School	205	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Some term, some holidays	Full	Full	Some	Some	NO	
Allied Choices	Saint Lawrence's Church of England Voluntary Aided Primary School	237	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full term	Full	Full	Full	Full	NO	
Badger Hill/Heslington	Badger Hill Primary School	152	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	None	NO	
Badger Hill/Heslington	Lord Deramore's Primary School	213	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Some	Some	NO	
Bishopthorpe	Archbishop of York's CoFE Voluntary Controlled Junior School, Bishopthorpe	180	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Some	Full	NO	
Bishopthorpe	Bishopthorpe Infant School	144	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO	
Carr Consortium	Carr Infant School	211	Primary	190 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES	
Carr Consortium	Carr Junior School	205	Primary	190 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES	
Carr Consortium	Poppleton Road Primary School	353	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	30/09/2006	Full access	Full	Full	Full	Some	NO	
Clifton and Burton Partnership	Burton Green Primary School	241	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full term	Full	Full	Full	Full	NO	
Clifton and Burton Partnership	Clifton Green Primary School	353	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES	
Clifton Partnership	Clifton with Rawcliffe Junior Site	295	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Some	Some	Some	NO	
Clifton Partnership	Lakeside Primary School	374	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Some	None	NO	
Clifton Partnership	Rawcliffe Infant School	272	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full term, some holidays	Full	Some	Some	Some	NO	
Copmanthorpe	Copmanthorpe Primary School	336	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO	
Dringhouses Primary School	Dringhouses Primary School	338	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Full	Some	NO	
Dunnington Partnership	Dunnington Church of England Voluntary Controlled Primary School	237	Primary	190 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES	
Elwington Partnership	Elwington Church of England Voluntary Controlled Primary School	141	Primary	199 days ago	01/09/2006	Alternative approach	-	31/12/2006	Full access	Full	Full	Some	Full	NO	
Fishergate Partnership	Fishergate Primary School	200	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Some	Full	Full	NO	
Fulford	St Oswald's Church of England Voluntary Controlled Primary School	273	Primary	190 days ago	01/09/2006	Alternative approach	Mixed	30/09/2006	Full access	Full	Full	Full	Full	YES	
Haxby Road Partnership	Haxby Road Primary School	243	Primary	190 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES	
Hempland Partnership	Hempland Primary School	355	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Some	NO	
Heworth Partnership	Heworth Church of England Voluntary Aided Primary School	133	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO	
Hob Moor Partnership	Hob Moor Community Primary School	296	Primary	190 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES	
Holgate Partnership	St Paul's Church of England Voluntary Controlled Primary School	164	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Some	Full	NO	

Holgate Partnership	St Paul's Nursery School	108	Nursery	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Some	Full	NO
Hollys Partnership	Huntington Primary School	374	Primary	199 days ago	01/09/2006	Alternative approach	-	31/12/2006	Not known	Full	Full	Not known	Not known	NO
Hollys Partnership	Yearsley Grove Primary School	412	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full term	Full	Full	Full	Full	NO
Knavesmire	Knavesmire Primary School	244	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	None	NO
Naburn	Naburn Church of England Primary School	78	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Some term	Full	Full	Some	Full	NO
New Earswick	New Earswick Primary School	235	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES
Osballdwick	Osballdwick Primary School	175	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO
Our Lady's Partnership	Our Lady's Roman Catholic Primary School, Acomb, York	195	Primary	199 days ago	01/09/2006	Alternative approach	-	31/12/2006	Not known	Full	Some	Some	Not known	NO
Poppleton Partnership	Poppleton Ousebank Primary School	429	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Some	NO
Ruforth Partnership	Ruforth Primary School	60	Primary	199 days ago	01/09/2006	Alternative approach	-	31/12/2006	Full term	Full	Full	Some	Full	NO
Scarcroft Partnership	Scarcroft Primary School	312	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Some	Some	NO
Skelton Partnership	Skelton Primary School	120	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO
SOFEY Partnership	Stockton-on-the-Forest Primary School	85	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Full	Some	NO
St Aelred's	Derwent Infant School	125	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Full	None	NO
St Aelred's	Derwent Junior School	107	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Full	Full	Some	NO
St Aelred's	St Aelred's Roman Catholic Voluntary Aided Primary School	272	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO
St Barnabas	Saint Barnabas Church of England Voluntary Controlled Primary School	105	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES
St Georges	St George's Roman Catholic Primary School, York	205	Primary	199 days ago	01/09/2006	Alternative approach	Mixed	31/12/2006	Full access	Full	Some	Full	Full	NO
St Wilfrids	St Wilfrid's, York, Roman Catholic Primary School	266	Primary	190 days ago	01/09/2006	Alternative approach	Mixed	30/09/2006	Full access	Full	Full	Full	Full	YES
Strensall Partnership	Robert Wilkinson Primary School	531	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Some	Some	Some	NO
Tang Hall Partnership	Tang Hall Primary School	206	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES
The Askham Partnership	St Mary's Church of England Voluntary Controlled Primary School	111	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	None	Full	NO
The Groves Partnership	Park Grove Primary School	237	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES
The Haxby Partnership	Headlands Primary School	225	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Some	NO
The Haxby Partnership	Ralph Butterfield Primary School	289	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Some	NO
Westfield Partnership	Westfield Primary Community School	649	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES
Wheldrake Partnership	Wheldrake with Thorngaby Church of England Voluntary Aided Primary School	207	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO
Wigginton Partnership	Wigginton Primary School	280	Primary	199 days ago	01/09/2006	Alternative approach	On school site	31/12/2006	Full access	Full	Full	Some	Full	NO
Woodthorpe Partnership	Woodthorpe Primary School	470	Primary	199 days ago	01/09/2006	Alternative approach	On school site	30/09/2006	Full access	Full	Full	Full	Full	YES
-	All Saints RC School	1130	Secondary	199 days ago	01/09/2006	Alternative approach	[Not applicable]	31/12/2006	[Not applicable]	Full	Full	Some	Full	NO
-	Applefields School	150	Special	199 days ago	01/09/2006	Alternative approach	Not on school site	31/12/2006	Full access	Full	Full	Some	Full	NO
-	Archbishop Holgate's School	824	Secondary	199 days ago	-	-	[Not applicable]	-	[Not applicable]	Full	-	-	-	NO
-	Burnholme Community College	465	Secondary	190 days ago	01/09/2006	Alternative approach	[Not applicable]	30/09/2006	[Not applicable]	Full	Full	Full	Full	YES
-	Canon Lee School	916	Secondary	199 days ago	01/09/2006	Alternative approach	[Not applicable]	31/12/2006	[Not applicable]	Full	Full	Some	Full	NO
-	Fulford School	1273	Secondary	199 days ago	01/09/2006	Alternative approach	[Not applicable]	31/12/2006	[Not applicable]	Full	Full	Some	Full	NO
-	Hob Moor Oaks School	58	Special	199 days ago	01/09/2006	Alternative approach	-	31/12/2006	Full access	Full	Full	Full	Some	NO
-	Huntington School	1502	Secondary	199 days ago	01/09/2006	Alternative approach	[Not applicable]	31/12/2006	[Not applicable]	Full	Full	Some	Full	NO
-	Joseph Rowntree School	1265	Secondary	199 days ago	01/09/2006	Alternative approach	[Not applicable]	31/12/2006	[Not applicable]	Full	Full	Some	Full	NO
-	Lowfield School	414	Secondary	190 days ago	01/09/2006	Alternative approach	[Not applicable]	30/09/2006	[Not applicable]	Full	Full	Full	Full	YES
-	Manor Church of England Voluntary Aided School, York	637	Secondary	190 days ago	01/09/2006	Alternative approach	[Not applicable]	30/09/2006	[Not applicable]	Full	Full	Full	Full	YES
-	Millthorpe School	1013	Secondary	199 days ago	01/09/2006	Alternative approach	[Not applicable]	31/12/2006	[Not applicable]	Full	Full	Some	Full	NO
-	Oaklands School	768	Secondary	190 days ago	01/09/2006	Alternative approach	[Not applicable]	30/09/2006	[Not applicable]	Full	Full	Full	Full	YES
-	Pupil Support Centre	151	Pupil Referral	199 days ago	-	-	-	-	-	Full	-	-	-	NO
-	The Bridge Centre	0	Pupil Referral	199 days ago	-	-	-	-	-	Full	-	-	-	NO

## **Annex 2**

### **Exemplar lettings policy, covering the use of school premises.**

The letting of the school premises by the community is welcomed, subject to the following conditions:

Use of the premises for school functions will take priority over lettings.

The Governing Body of x School will set charges for lettings guided by these principles:

- a) Lettings to the Friends of x School will be free of charge.
- b) Lettings to bona fide community groups will be charged at cost, to cover caretaking, energy, wear & tear and administration.
- c) Where a letting is subsidised by the Youth and Community Service that Service will determine the proportion of the letting charge to be paid direct by the Hirer.
- d) Where the school is used as a polling station the relevant authority will be charged the actual additional costs incurred by the school.
- e) Lettings to all other hirers will be charged at cost plus a profit margin determined by the Governing Body.

The school will retain income derived from lettings and costs to the school of lettings will be met from this income.

The school premises will not be let to individuals or organisations if there is reason to believe that the name of the school will be brought into disrepute.

The school premises will not be let for functions where a Public Entertainment Licence is required.

Decisions whether to permit lettings will be made by the Governing Body. If the Headteacher believes a letting should not be permitted he will report the reasons to the Governing Body.

All persons hiring the school premises will be expected to conform to the relevant Health & Safety regulations.

All hirers must carry sufficient Third Party Liability insurance to satisfy Council requirements.

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## Shadow Executive

4 April 2007

Report of the Head of Housing Services

## Maximising Investment Into The City For New Affordable Homes

### Purpose

1. To provide an overview of the options open to the council to increase the level of investment into new affordable homes within the city.

### Background

2. Investment into new affordable housing within the city comes from two main sources, Social Housing Grant (SHG) via the Housing Corporation (HC) and investment from the private sector via affordable housing delivered via planning gain.
3. Investment via SHG is in part restricted by the allocation of SHG to the North Yorkshire sub region, this is set by the HC via the 2 or 3 year investment rounds.
4. What is affordable Housing? The definition, in planning terms has been redefined by Planning Policy Statement 3 (PPS3) which defines affordable housing as:

“Affordable housing includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market. Affordable housing should:

- Meet the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices.
  - Include provision for the home to remain at an affordable price for future eligible households or, if these restrictions are lifted, for the subsidy to be recycled for alternative affordable housing provision.
5. City of York Council’s affordable housing policy has evolved over time and was last amended in 2005. At this point in time the policy was at the forefront of changes to increase the number of affordable homes built through planning gain. The policy currently states that we will seek to ensure, through negotiation and agreement, that proposals for all new housing developments of 15 dwellings/0.3 hectares or more in the urban area, and 2 dwellings/0.03hectares or more in villages with less than 5000

population, will include affordable housing in line with the councils second housing needs survey dated April 2002.

6. In order to achieve the maximum reasonable proportion of affordable housing, the following targets have been set on all suitable allocated and windfall sites in York:
  - 45% for affordable rent, plus 5% for discounted sale, to address priority housing needs in the city. Where properties offered for discounted sale are not purchased it is appropriate that these are used for affordable rent,

### **Performance to date**

7. An annual target for affordable housing is very difficult to set and meet because of the multitude of factors that can delay development. The council has set an annual average (assessed over a 3 year period) of 200 new affordable homes. It is important that this target is viewed over the 3 year period as there will be peaks and troughs on delivery but over the whole period it could average out at around 200 homes pa. A review of this rolling estimate is underway.
8. Performance over the last 4 years is shown below:
  - 2003/04 175
  - 2004/05 185
  - 2005/06 148
  - 2006/07 56
  - 2007/08 114 (Estimated)
9. The outturn figures reveal that for 2003/04 and 2004/05 we were close to the 200 target, but that in the following years the number of completions has been much lower. The reasons for this are:
  - The difficulty of forecasting completions from S106 sites as these are market led and not in the management nor control of the council;
  - It is difficult to predict the level of grant made available and hence the number of units more than 12 months ahead;
  - The introduction of the 50% planning gain policy saw a rush of applications at just under the threshold (apps for 24 homes) prior to it introduction;
  - Following the introduction of the policy, there have been fewer planning applications, as expected;
  - A shortage of CYC owned sites to bring forward – and increasing complications for those that we can.
  - Developments that had been negotiated for some years now have been delayed in coming forward. Examples of developments that could by now have been delivering homes in their first phases are:
    - The Barbican – 60 affordable homes
    - Germany Beck – circa 245 affordable homes
    - Derwenthorpe – circa 216 affordable homes
    - Hungate – circa 150 affordable homes



## Options / Analysis

### What can the council do to increase investment?

10. The delivery of new affordable housing is one of the councils key priorities as set out in the recently adopted Corporate Strategy.

“Improve the quality and availability of decent affordable homes in the city”.

11. The high level specification that sits underneath the priority identifies safe, secure, well maintained affordable housing as a basic human need. Good housing promotes health and well being, improves the appearance of neighbourhoods and helps build strong and confident communities. In contrast, poor housing is directly linked to ill health, low educational achievement, poverty and declining neighbourhoods. There are a number of key strategic issues that the priority seeks to address:

- Ensuring the council’s own housing stock meets the decent homes standard by 2010;
- Ensuring that the funding available for private sector improvements is directed in such a way as to ensure maximum gain for the city;
- Ensuring that York plays a central role in developing the regional and sub-regional affordable housing agendas;
- Analyse the impact of the 50% affordable target to ensure maximum investment into the city for new affordable homes;
- Review approaches to releasing land, both LA and private, for new affordable housing, considering the impact on stakeholders;
- Ensure that the size and type of any new affordable housing is aligned to the needs identified via the affordable housing waiting list;
- Ensure long term empty homes are brought back into use;
- Reducing homelessness and the number of people living in temporary accommodation.

12. In order to ensure that the council delivers on these key strategic issues an Officer Champion has been established, the Head of Housing Services is the Officer Champion.

13. The priority is also supported by a Delivery and Innovation Plan which sets out the work to be undertaken. Key actions from this plan that link to the delivery of new affordable housing are:

- To continue to make best use of planning policies to increase the number of affordable homes in the city;

- Increase the number of affordable homes built using planning policies and Housing Corporation funding;
- Work with the HC to deliver more affordable housing through SHG.

14. These actions will be achieved through:

- Establishing a cross cutting challenge group which will how and why we do things and to look for new ways of increasing investment into the city;
- Consider as an authority what we mean by 'best consideration' when looking at land sales;
- Complete the Housing Market Assessment and disseminate outcomes to all stakeholders;
- Ensure that the key strategic issues that this programme aims to address are imbedded in all service plans and where appropriate this priority being one of the Critical Success Factors;
- Consider options to use SHG to provide additionality on S106 sites;
- Develop opportunities to influence the sub-regional approach to affordable housing;
- Identify **all** publicly owned land in the city and consider opportunities for affordable housing developments;
- Identify opportunities to work with major businesses in the city who have major land assets which could be used to meet not only the wider city needs regarding affordable housing, but also the business needs to have quality affordable housing for their workforce;
- Consider the outcomes from the strategic economic review to identify any housing related barriers to delivering the city's economic strategy;
- As part of the analysis of the affordable housing policy, consider the opportunities to influence the type and mix of housing developed in the city to ensure that all new housing meets the needs of the city.

15. PPS3 also provides us with the opportunity to take a fresh look at the thresholds for new affordable housing via planning gain. PPS3 also sets out a number of Key points aimed at strengthening the role of planning in ensuring an adequate supply of new affordable housing.

- The statement gives authorities greater power in ensuring an increase proportion of affordable hosing on larger development sites;
- There is new emphasis on providing family homes with gardens;

- Local authorities will need to identify more appropriate sites for housing. Councils need to plan 15 years ahead;
- Local authorities will be able to set their own local standards for density and car parking.

### Consultation

16. This report is for information only, any changes to council policy that may arise as a result of the work associated with maximising the investment into the city for affordable homes will be subject to detailed consultation.

### Corporate Priorities

17. This report is for information only.

### Implications

18. This report is for information only, implications that may arise as a result of work associated with maximising the investment into the city for affordable homes will be subject to further reports.

### Risk Management

19. This report is for information only.

### Recommendations

20. This report is for information only.

### Contact Details

**Author:**

**Steve Waddington**  
Head of Housing Services  
Housing & Adult Social Services  
01904 554016.

**Chief Officer Responsible for the report:**

**Steve Waddington**  
Head of Housing Services

Report Approved  Date 27/3/07

Specialist Implications Officers - none

**Wards Affected:** *List wards or tick box to indicate all*

All

For further information please contact the author of the report

**Annexes:** None

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