

Report to: Portfolio Holder for Housing

Decision Date: 27 June 2024

Portfolio Holder: Councillor Lee Brazier

Director Lead: Suzanne Shead, Director for Housing, Health and Wellbeing

Lead Officer: Julie Davidson, Business Manager Housing Services

Report Summary	
Type of Report	Open, Non-Key Decision
Report Title	The reconfiguration of 39 Intake Road, Clipstone
Purpose of Report	To record the approval for works to reconfigure 39 Intake Road, Clipstone from a three bedroomed bungalow into a four bedroomed bungalow.
Recommendations	<p>This report records the following recommendations made to the Portfolio Holder for Housing as a record of the decision and to update the Council's asset records:</p> <ul style="list-style-type: none"> • To approve the reconfiguration of this property within existing budget • To note the rent remodelling associated with the reconfiguration. • That Asset records will be amended to record the property as a 4-bedroom adapted bungalow.
Alternative Options Considered	To return the property to its original bedroom size of three bedrooms following the inspection when empty, that the property had had been converted into two bedroomed accommodation (without permission).
Reason for Recommendation	The recommendations enable the Council, as a responsible landlord to address the needs of a household requiring level

	access, four bedroomed accommodation through adapting an existing property rather than via a new development enabling this need to be met quickly.
Decision Taken	As per recommendations

1.0 Background

- 1.1 39 Intake Road, Clipstone became void on 26 February 2023. During the void inspection it was identified that the three-bedroom bungalow had been converted into two bedroomed accommodation.
- 1.2 An audit of the housing management system determined that the previous tenant had not applied for permission to do this, although a visit was undertaken in November 2021 and the property was two bedroomed at that time.
- 1.3 Rent was charged at three-bedroom rate.
- 1.4 Following discussion at the weekly voids review meeting and collaboration with colleagues who manage the extensive adaptation cases it was agreed as major works would be required anyway, to explore the option of increasing the bedroom range to four, rather than revert to the original three.
- 1.4 Costings for the works were requested and considered alongside the rent modelling.
- 1.5 A survey of the property and works required resulted in an estimated cost of circa £23k, Asset colleagues advised this would be only slightly higher than returning it to its original three bedroomed range.

	Week	Annual	Once reconfigured	Week	Annual
3 bedroom	106.74	5,132.52	4 bedroom	122.96	5,902.08

- 1.6 The Council will receive an ongoing increase in the rent for the property, and whilst it works out at an estimated 20-year return on investment there is a difficulty putting a price on housing people in properties that are suitable for their needs both now and long term.
- 1.7 On completion this property will be let to applicants in need of level access accommodation in line with the following section of the current Allocations Scheme:

9. EFFECTIVE AND EFFICIENT MANAGEMENT OF TENANCIES AND HOUSING STOCK

This section of the Allocation Scheme enables priority transfers for existing tenants or applicants who find themselves in exceptional circumstances, which means remaining in their current accommodation is no longer deemed appropriate or safe and/or to

enable NSDC to make best use of its limited available housing stock, prevent homelessness and create sustainable communities.

In such cases, a review of individual circumstances will be carried out by two senior officers within the Housing, Health and Wellbeing Directorate (not originally involved in the case) to make a final decision based on the evidence available.

2.0 Alternative Considerations

- 2.1 Housing services colleagues considered returning the property to its original bedroom range of three but on review of need a decision was taken to explore the potential reconfiguration to four bedroomed accommodation.
- 2.2 The Council has a limited stock of larger family, level access accommodation.

4.0 Implications

- 4.1 In writing this report and in putting forward the recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have referred to these implications and added suitable expert comment.

4.2 Financial Implications (FIN24-25/8194)

- 4.2.1 The reconfiguration of this property was met from within existing capital budget from the Environmental Works scheme which was financed from the Major Repairs Reserve (MRR).
- 4.2.2 The rent increases arising from a 4-bed property compared to a 3-bed property is an increase of £16.22 a week, this does cover the estimated costs of £23k and pays back within 22 years.
- 4.2.3 The works were completed within budget and the invoice received.

4.3 Equalities Implications

- 4.3.1 The adaptation of this property supports the Council in meeting acute housing needs in the district for those residents requiring level access whilst also requiring family accommodation.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None