

INFRASTRUCTURE SERVICES COMMITTEE – 9 MAY, 2013

APPOINTMENT OF INFRASTRUCTURE SERVICES SUB-COMMITTEE IMPROVEMENT GRANT (WORKS FOR DISABLED OCCUPANT) SUB- COMMITTEE

1 Recommendations

The committee is recommended to:

- 1.1 Retain the Improvement Grant (Works for Disabled Occupant) Sub-Committee on a temporary basis**
- 1.2 Agree the membership of the Improvement Grant (Works for Disabled Occupant) Sub-Committee on a temporary basis**
- 1.3 Acknowledge that the membership for the Improvement Grant (Works for Disabled Occupant) Sub-Committee will be drawn from the Social Work and Housing Committee after 1 June, 2013 when the administration of the grants transfers to the Housing Service**

2 Background / Discussion

- 2.1 This report gives the details of a Sub-Committee previously established by the Infrastructure Services Committee and requests that members consider the retention of this Sub-Committee on a temporary basis.
- 2.2 The Improvement Grant (Works for Disabled Occupant) Sub-Committee was formerly known as the House Improvement and Repairs Grant Sub-Committee, however, the name of the Sub-Committee has been changed to acknowledge that the grant scheme now only covers disabled works and does not accept any other type of application.
- 2.3 The Improvement Grant (Works for Disabled Occupant) Sub-Committee, formerly known as House Improvement and Repairs Grant Sub-Committee was constituted in June 1999 and the updated Terms of Reference for this Sub-Committee is attached in (Appendix 1) of the report.
- 2.4 A Sub-Committee is a small group made up of Council Members and set up to look in detail at one aspect, or a related group of aspects, of the Council's or a Committee's work. Sub-Committees may have powers delegated by the Council or parent committee, or may simply be established to make recommendations. They are formal groups of the Council and are subject to the provisions of the Local Government (Scotland) Act 1973 and other legislation relevant to the conduct of the Council's business. Meeting of Sub-Committees must be conducted in accordance with Standing Orders and the Scheme of Delegation. Sub-Committees can meet regularly or on an ad-hoc basis, and are considered to be a good method of allowing detailed discussions on matters which do not have a natural time limit or where decision making would be required over a long time. Sub-Committees are

also subject to the Access to Information Regulations requiring that matters are considered in public unless a resolution is made to treat a matter as exempt in terms of the legislation.

- 2.5 The remit of the Improvement Grant (Works for Disabled Occupant) Sub-Committee is to consider appeals submitted against decisions made by the Environmental Health Service who have delegated powers to approve and refuse improvement grant applications in terms of the Housing (Scotland) Act 2006.
- 2.6 From 1 June, 2013 the administration of the grants will be transferred to the Housing Service and the Director of Housing and Social Work will then have delegated powers to approve and refuse home improvement grant applications.
- 2.7 A report will be submitted to the Social Work and Housing Committee after 1 June, 2013 which will recommend that they constitute the House Improvement Grant (Works for Disabled Occupant) Sub-Committee and appoint members from their membership as stipulated in the Terms of Reference (Appendix 1).
- 2.8 The Environmental Health Service have advised that one appeal is currently pending which has been submitted while the administration of the grants still currently comes under the remit of the Environmental Health Service, therefore it is the responsibility of the Infrastructure Services Committee to appoint members from their Committee to consider the outstanding appeal.
- 2.9 The Head of Finance and Monitoring Officer within Corporate Services have been consulted in the preparation of this report and are in agreement with the contents of the report.

3 Equalities, Staffing and Financial Implications

- 3.1 An equality impact assessment is not required because the recommended actions will not have a differential impact on people sharing any of the protected characteristics.
- 3.2 There are no specific staffing and financial implications arising from this report.

Christine Gore
Director of Corporate Services

Report prepared by Frances Brown, Committee Officer
25 April, 2013

APPENDIX 1

TERMS OF REFERENCE

MAY, 2013

Title of Group	Improvement Grant (Works for Disabled Occupant) Sub-Committee (formerly know as the Home Improvement and Repairs Grant Sub-Committee)	
Lead Officer	David Cooper, Environmental Health Manager	
Remit - Please state here the remit of the group and its specific objectives		
To consider appeals in terms of the Housing (Scotland) Act 2006 regarding the approval or refusal of Improvement Grant applications in respect of works for a disabled occupant.		
Suggested Membership (5)		
As this has traditionally been a small group it is suggested that this group should comprise 3 Alliance Group members and 2 opposition members		
Name	Party	
Authority to Establish Group		
<p>Infrastructure Services Committee: 29 May, 2003 .</p> <p>There had been circulated a report dated 6 May, 2003, by the Director of Law & Administration detailing a number of Sub-Committees and Working Groups previously established or endorsed by the Infrastructure Services Committee, requesting Members' consideration of (a) the retention of representation, and (b) revised remits and composition of the various Sub-Committees and Working Groups and Inter-Authority and Partnership Working and Advisory Groups.</p> <p>In considering the residual groups, the Committee agreed:-</p> <p>(3) the re-appointment of Sub-Committees and Working Groups, with membership and remits as undernoted:-</p> <p>Home Improvement and Repairs Grant Sub-Committee - Membership comprises (4) Members from Aberdeenshire Council (one from each Political Party).</p>		

Time Limits

No Limit of time - safeguard procedure

N B:- Since composition confirmed in June 1999, it has not met. A report is circulated to members seeking decision but if no consensus a meeting can be called. Until April 2013 no appeals had been submitted since 2011.

Strategy

To apply the terms of the Housing (Scotland) Act 2006 and the Council's scheme of eligibility for grant assistance in considering appeals on the approval/refusal of home improvement grant application (works for a disabled occupant).

Date of Last Meeting

Group has never met.