

ACTIONS FROM THE MEETING HELD ON 19.06.12

Action	Description	Status and last updated	Contact Officer
ACTION 1	An update on the Localisation of Support for Council Tax to be provided at the next meeting.	The consultation for the local scheme is taking place and will end on 30.09. 2012. All Members have been provided with details of the consultation.	Adrian Rowbotham
ACTION 2	The Head of Housing and Communications to speak to the Well Being Manager at West Kent Housing, and investigate the feasibility of sending personalised letters to under occupied properties.	Housing Associations are making tenants aware of likely benefit cuts as a result of welfare reform, through newsletters etc. As household size/make up can change over time, and sometimes frequently, they are also trying to get up-to-date information on their tenants in order to assess in line with upcoming change. A Housing Benefit circular has also been issued which sets out a timeline of action for Local Authorities and Housing Associations to make direct contact with affected households. This will all be in advance of the proposed changes to prepare those likely to be affected.	Pat Smith
ACTION 3	If agreed by Cabinet, monitoring of the Under-Occupation of Social Housing Action Plan to be placed on the Work Plan.	Cabinet are not meeting to consider the matter until 13.09.2012	Democratic Services

ACTION 4	The Director of Corporate Resources (Deputy Chief Executive) to obtain confirmation of the difference between the private sector and local government for sickness absence figures.	<p>Average Annual Absence Rates (%) (Dec 2011)</p> <p>Local Government 4.2 Public Sector 4.0 Non profit 3.9 Sevenoaks District Council 4.6 Private Sector Services 3.1</p> <p>The figure for SDC at the end of August 2012 was 3.83%.</p>	Syreeta Gill
ACTION 5	That the report on sickness absence be appended to the referral back to Performance and Governance Committee.	The report has been appended to the referral back to the Performance and Governance Committee.	Democratic Services