

Report of the Portfolio Holder for Housing**Alterations and Improvement Policy****1. Purpose of Report**

To seek approval for an updated Alterations and Improvement Policy.

2. Recommendation

Cabinet is asked to RESOLVE that the revised Alterations and Improvement Policy be approved.

3. Detail

The Alterations and Improvements Policy sets out the approach that the Council takes when a request is made from a tenant. Alterations and improvements are always made at the sole expense of the tenant and the tenant is responsible for carrying out the work themselves or appointing a suitable and competent tradesperson to undertake the work.

The Housing Act 1985 S.97 (1) determines that it is a term of a secure tenancy that the tenant will not make any improvement without the written consent of the landlord.

The current policy was reviewed by the Tenant Influence Panel on 11 June 2025. The recommendations made by the panel have been included in the updated policy. The updated policy is included in **Appendix 1**. A table outlining the changes made to the policy since it was last approved in 2022 can be found in **Appendix 2**. An equality impact assessment can be found in **Appendix 3**.

4. Key Decision

This report is a key decision as defined under Regulation 8 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. It will be significant in terms of its effects on communities living or working in an area comprising two or more Wards or electoral divisions in the Council's area.

5. Updates from Scrutiny

This report has been considered by the Policy Overview Working Group as part of pre-scrutiny.

6. Financial Implications

The comments from the Head of Finance Services were as follows:

There are no additional budget implications to consider. Tenants are responsible for funding any alteration and improvement requests. The only impact on the Housing Service is a small administrative burden, which is covered within existing roles and budgets.

7. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

The legal implications are set out in paragraph 4 of the report, these legal requirements ensure the maintenance of social housing, keeping it free from hazards and in a reasonable state of repair. The Regulator of Social Housing also provides for Consumer Standards which require social landlords to have an accurate, up to date and evidenced understanding of the condition of their homes.

8. Human Resources Implications

The comments from the Human Resources Manager were as follows:

Not applicable.

9. Union Comments

The Union comments were as follows:

Not applicable.

10. Climate Change Implications

The climate change implications are contained within the report.

11. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

12. Equality Impact Assessment

As there have been substantial changes to the Policy an Equality Impact Assessment is included at **appendix 2**.

13. Background Papers

Nil