

To: All Members and Substitute Members of
the Overview & Scrutiny Committee -
Housing
(Other Members for Information)

Cc: Portfolio Holder for Housing

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 22 June 2018

Membership of the Overview & Scrutiny Committee - Housing

Cllr Carole Cockburn

Cllr Patricia Ellis

Cllr Pat Frost

Cllr Michael Goodridge

Cllr Tony Gordon-Smith

Cllr Simon Inchbald

Cllr Richard Seaborne

Cllr Liz Townsend

Cllr John Ward

Co-opted Members from the Tenants' Panel

Miss Brenda Greenslade

Mr Adrian Waller

Substitutes

Cllr Sam Pritchard

Cllr Bob Upton

Cllr Jerry Hyman

Mr Terry Daubney

Members who are unable to attend this meeting must submit apologies by the end of Tuesday, 26 June 2018 to enable a substitute to be arranged.

Dear Councillor

A meeting of the OVERVIEW & SCRUTINY COMMITTEE - HOUSING will be held as follows:

DATE: TUESDAY, 3 JULY 2018

TIME: 7.00 PM

PLACE: COMMITTEE ROOM 1, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR
Head of Policy and Governance

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This meeting will be webcast and can be viewed by visiting www.waverley.gov.uk

Waverley Corporate Plan 2016-2019

Priority 1: Customer Service

We will strive to deliver excellent , accessible services which meet the needs of our residents.

Priority 2: Community Wellbeing

We will support the wellbeing and vitality of our communities.

Priority 3: Environment

We will strive to protect and enhance the environment of Waverley.

Priority 4: Value for Money

We will continue to provide excellent value for money that reflects the needs of our residents.

Good scrutiny:

- is an independent, Member-led function working towards the delivery of the Council's priorities and plays an integral part in shaping and improving the delivery of services in the Borough;
 - provides a critical friend challenge to the Executive to help support, prompt reflection and influence how public services are delivered;
 - is led by 'independent minded governors' who take ownership of the scrutiny process; and,
 - amplifies the voices and concerns of the public and acts as a key mechanism connecting the public to the democratic process.
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NOTES FOR MEMBERS

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

AGENDA

1. **APPOINTMENT OF CHAIRMAN FOR 2018/19**

To confirm the appointment of Cllr John Ward as Chairman of the Committee for the 2018/19 Council Year.

2. **APPOINTMENT OF VICE-CHAIRMAN FOR 2018/19**

To confirm the appointment of Cllr Pat Frost as the Vice-Chairman of the Committee for the 2018/19 Council Year.

3. **MINUTES** (Pages 9 - 16)

The Minutes of the meeting of the Housing Overview & Scrutiny Committee held on 20 March 2018 are attached, and Members are asked to confirm them as a correct record.

4. **APOLOGIES FOR ABSENCE AND SUBSTITUTES**

To receive apologies for absence and note any substitutions.

Members who are unable to attend this meeting must submit apologies by the end of Tuesday 26 June 2018 to enable a substitute to be arranged, if applicable.

5. **DECLARATIONS OF INTERESTS**

To receive from Members declarations of interests in relation to any items included on the agenda for this meeting, in accordance with Waverley's Code of Local Government Conduct.

6. **QUESTIONS BY MEMBERS OF THE PUBLIC**

The Chairman to respond to any written questions received from members of the public in accordance with Procedure Rule 10.

7. **QUESTIONS FROM MEMBERS**

The Chairman to respond to written questions received from Members in accordance with Procedure Rule 11.

8. RESPONSE TO RECOMMENDATIONS FROM THE WAVERLEY SCRUTINY GROUP'S REPORT ON RECHARGES (Pages 17 - 36)

The Waverley Scrutiny Group completed a review on how the council manages the process of recharging certain costs to tenants and leaseholders. The report was presented to the Head of Housing Operations in February 2018 and shared with the Committee in March 2018.

This report informs the Housing O & S Committee how the Housing Service team has and will address the recommendations raised in the Waverley Scrutiny Group's report on recharges.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee:

- **thanks the Waverley Scrutiny Group for their report;**
- **supports the implementation of the scrutiny recommendations and action plan; and**
- **receives a progress report in November 2018 on implementation of the recommendations and details of the number of recharges and income received during 2018/19.**

9. UPDATE ON THE RESPONSE TO RECOMMENDATIONS FROM THE WAVERLEY SCRUTINY GROUP REPORT ON VOIDS REPAIRS (Pages 37 - 44)

Following the report to the Committee on 4 July 2017, the Housing Service is providing an update on its responses to the recommendations made by the Waverley Scrutiny Group. This is in respect of the review undertaken by the Group in 2017 into how the Council manages void repairs.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee:

- **reiterates its thanks to the Waverley Scrutiny Group for conducting its review into how the Council manages void repairs and;**
- **agrees any comments or suggestions in respect of the Council's responses and updates with regard to the Waverley Scrutiny Group's recommendations.**

10. TENANT INVOLVEMENT PROGRESS REPORT (Pages 45 - 48)

To provide the Committee with a progress report on the last year's tenant involvement activities and future plans for 2018/19.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee:

1. **notes the Tenant Involvement achievements and support the actions for 2018/19; and**
2. **acknowledges and thanks those tenants who volunteer for the Housing Service.**

11. HRA ASSET MANAGEMENT STRATEGY 2015-2020 - INTERIM REVIEW
(Pages 49 - 58)

The Council's HRA Asset Management Strategy covers the period 2015-2020. Each year, a review is carried out to assess progress and consider the impact of any external challenges on the strategy, such as financial or changes to Government policy. This report sets out the findings of the latest review and gives an overview of performance against commitments made. Annexe 1 gives further detail on the outcome of the review.

Recommendation

The Housing Overview & Scrutiny Committee is asked to review progress against the strategic objectives and strategic 5 year plan actions within the HRA Asset Management Strategy.

12. HRA ASSET MANAGEMENT STRATEGY 2021-2026 - SCOPING REPORT
(Pages 59 - 64)

The Council's Asset Management Strategy covers the period 2015-2020. The purpose of this report is to set out a pathway to the proposed 2021-26 HRA Asset Management Strategy and to seek the Committee's endorsement of its scope.

Recommendation

The Housing Overview & Scrutiny Committee is asked to endorse the proposed scope of the new HRA Asset Management Strategy.

The Committee is invited to consider how it wishes to be involved in the development of the new Strategy.

13. HOUSING DESIGN STANDARDS REVIEW - WORKING GROUP REPORT
(Pages 65 - 168)

The attached report sets out the work undertaken and recommendations made by the Member Scrutiny Review Working Group into Housing Design Standards for New Council Homes. Good quality homes consist of well thought out and spacious internal design, provide adequate and well designed external amenity space and are high performing in terms of energy performance and sustainability. It is expected that the recommendations of this Scrutiny Review will inform the design proposals for Site C at Ockford Ridge and future housing development schemes.

Recommendation

For the Housing Overview and Scrutiny Committee to note the review undertaken by the Working Group, consider the report and endorse the recommendations contained within it.

14. **PERFORMANCE MANAGEMENT REPORT - QUARTER 4, 2017/18 (JANUARY - MARCH 2018/19)** (Pages 169 - 180)

This report provides a summary of the Housing service performance over the fourth quarter of the financial year. The report details the team's performance against the indicators that fall within the remit of the Housing Overview & Scrutiny Committee.

The Committee has the opportunity to comment and scrutinise the presented performance data and the suggestions for 2018/19 key performance indicators. In addition the Committee may identify future committee reporting requirements regarding performance management or areas for scrutiny review.

Recommendation

It is recommended that the Housing Overview & Scrutiny Committee considers the performance figures, as set out in Annexe 1, and

- 1. agrees any observations or recommendations about performance it wishes to make to the Executive**
- 2. endorses the new suggested indicators and recommends the approval from the Executive effective from April 2018, and**
- 3. considers the performance and identifies suggested scrutiny areas for the Committee future workplan.**

15. **HOUSING SERVICE PLAN ANNUAL OUT-TURN REPORT FOR 2017/18 (APRIL 2017 - MARCH 2018)** (Pages 181 - 186)

Service Plans are devised each year in order to deliver the Council's corporate priorities.

This report gives the Committee the opportunity to scrutinise the annual objectives outturn of the Housing Service Plan for 2017/18 and make observations and comments to the Executive.

Recommendation

It is recommended that the Housing Overview & Scrutiny Committee considers the progress against actions contained within the Service Plans set out in Annexe 1 to this report and agrees any observations or comments it wishes to make to the Executive.

16. **OCKFORD RIDGE UPDATE** (Pages 187 - 192)

To receive and note an update on the Ockford Ridge regeneration project.

17. COMMITTEE WORK PROGRAMME (Pages 193 - 208)

The Housing Overview & Scrutiny Committee, is responsible for managing its work programme.

The work programme (attached) takes account of items identified on the latest Executive Forward Programme (Annexe 2) as due to come forward for decision.

A Scrutiny Tracker has been produced to assist the Committee in monitoring the recommendations that have been agreed at its meetings. The Tracker details the latest position on the implementation of these recommendations and is attached as Part C of the work programme.

18. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:

Recommendation

That pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part 1 of Schedule 12A to the Act, namely:

Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

19. CONTRACT PROCUREMENT (Pages 209 - 212)

[Portfolio Holder: Portfolio Holder for Housing]
[Wards Affected: All Wards]

To consider the attached EXEMPT report.

Recommendation

That the Committee endorses the recommendation set out in the EXEMPT report.

20. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider any other matters relating to aspects of any reports on this agenda which it is felt need to be considered in Exempt session.

Officer contacts:

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