

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: 16 November 2018

Membership of the Overview & Scrutiny Committee - Housing

Cllr John Ward (Chairman)
Cllr Pat Frost (Vice Chairman)
Cllr Carole Cockburn
Cllr Patricia Ellis
Cllr Paul Follows

Cllr Michael Goodridge
Cllr Tony Gordon-Smith
Cllr Richard Seaborne
Cllr Liz Townsend

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, 20 November 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, 27 NOVEMBER 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 Strategy 2018 - 2023

Priority Theme 1: People

Priority Theme 2: Place

Priority Theme 3: Prosperity

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.

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. **MINUTES** (Pages 9 - 14)

The Minutes of the meeting of the Housing Overview & Scrutiny Committee held on 18 September 2018 are attached, and Members are asked to confirm these as a correct record.

2. **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 20 November 2018 to enable a substitute to be arranged, if applicable.

3. **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.

4. **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.

The deadline for submission of written questions for this meeting is 20 November 2018.

5. **QUESTIONS FROM MEMBERS**

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

The deadline for submission of written questions for this meeting is 20 November 2018.

6. **OCKFORD RIDGE UPDATE** (Pages 15 - 22)

To note an update on the Ockford Ridge regeneration project.

7.a **HOUSING PERFORMANCE REPORT - Q2** (Pages 23 - 30)

This report provides a summary of the Housing service performance over the second 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. 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 report and performance data, as set out in Item 7.b (pages 31 to 70) and

1. agrees any observations or recommendations about performance it wishes to make to the Executive, and
2. considers the performance and identifies suggested scrutiny areas for the Committee future workplan.

7.b CORPORATE PERFORMANCE REPORT - Q2 (Pages 31 - 70)

The Corporate Performance Report provides an analysis of the Council's overall performance for the second quarter of 2018-19. The report, set out at Annexe 1, is being presented to each of the Overview and Scrutiny Committees for comment and any recommendations they may wish to make to the Executive or senior management.

At the request of the Chairman and Vice-chairman of the Housing O&S Committee this item will be presented to the Housing O&S Committee **for information only**.

8. HEALTH INEQUALITIES (Pages 71 - 78)

For information and to note.

The purpose of this report is to summarise the findings relating to housing from the Health Inequalities Scrutiny review that was carried out by a task and finish group of the Community Wellbeing O&S Committee. The review report was presented to the Community Wellbeing O&S Committee in June 2018.

Recommendation

The recommendation is for the Committee to note the report and the important link between health, wellbeing and housing.

9. HOMELESSNESS REDUCTION ACT UPDATE (Pages 79 - 84)

To update the Housing O&S Committee about the implementation of the Homelessness Reduction Act 2017 (HRA 2017) in Waverley from 3 April 2018.

Recommendation

The Housing Overview & Scrutiny Committee is asked to note the content of this update report and agree any comments it wishes to pass to the Executive.

10. RESPONSE TO WSG MUTUAL EXCHANGE REPORT (Pages 85 - 114)

The Waverley Scrutiny Group completed a review on the Mutual Exchange policy and process, including reference to downsizing to senior living schemes.

The report was presented to the Head of Housing Operations in September 2018.

This report informs the Committee how the Housing Service team has and will address the recommendations raised in the Waverley Scrutiny Group's report on mutual exchanges including a review of the Mutual Exchange Policy.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee:

1. thanks the Waverley Scrutiny Group for conducting the review and report;
2. supports the implementation of the scrutiny recommendations and action plan;
3. supports the reviewed Mutual Exchange Policy;
4. receives a progress report in February 2019 on implementation of the recommendations and details of the number mutual exchanges during 2018/19 and number of registered tenants seeking a move; and
5. makes any comments or suggestions in respect of the Council's responses and updates with regard to the Waverley Scrutiny Group's recommendations.

11. WAVERLEY SCRUTINY GROUP RECHARGE PROGRESS - FOLLOW UP REPORT (Pages 115 - 124)

The Waverley Scrutiny Group completed a review on how the council manages the process of recharging certain costs to tenants and leaseholders. The report and recommendations were shared with the Committee in March 2018 and July 2018.

This report is an update informing the Committee how the Housing Service team has addressed the recommendations raised in the Waverley Scrutiny Group's report on recharges.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee:

1. thanks the Waverley Scrutiny Group for their report;
2. agrees the implementation of the scrutiny recommendations and action plan; and
3. agrees any observations or recommendations regarding the recharges pilot.

12. UPDATED RENT SETTING POLICY - FOLLOW UP REPORT (Pages 125 - 134)

This updated report presents the draft Rent Setting Policy to the Committee incorporating the Committees comments from September 2018. The policy provides a clear framework for setting and reviewing rent levels for all Council homes. The policy ensures that the Council adheres to legislation and regulations when setting rents for Housing Revenue Account properties.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee considers and supports the endorsement of the Rent Setting Policy and identify any areas for further scrutiny.

13. DAMP STRATEGY ACTION PLAN - FOLLOW UP REPORT (Pages 135 - 152)

This report sets out the final version of the Housing Service's strategy and action plan for responding to reports of damp, mould and condensation in Council homes.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee considers and supports the Housing Service's strategy and action plan for responding to reports of damp, mould and condensation.

14. GARAGE REVIEW (Pages 153 - 164)

To present to the Committee the findings of the garage management review relating to the occupancy, promotion, rental and terminations of garages. To propose changes to the garage rent charges.

Recommendation

It is recommended that the Housing Overview and Scrutiny Committee:

1. support the proposal to fix the current garage rental charges for at least one year in order to reach maximum occupancy, in turn increasing total income; and
2. to receive a progress update on the garage occupancy, applications and income in 2019/2020.

15. COMMITTEE WORK PROGRAMME (Pages 165 - 180)

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.

16. EXCLUSION OF PRESS AND PUBLIC

To consider, if necessary, 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 items, 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 (to be identified at the meeting).

17. ANY ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider any 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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