

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:

Georgina Hall, Democratic Services Officer

**Policy & Governance**

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Direct line: 01483 523 224

Date: 26 February 2021

**Membership of the Overview & Scrutiny Committee - Housing**

Cllr Richard Seaborne (Chairman)	Cllr David Else
Cllr Peter Marriott (Vice Chairman)	Cllr Michael Goodridge
Cllr Christine Baker	Cllr Jacquie Keen
Cllr Richard Cole	Cllr Michaela Wicks
Cllr Patricia Ellis	

**Co-opted Members from the Tenants' Panel**

Terry Daubney	Dennis Smith
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**Substitutes**

Cllr Jenny Else	Cllr Jerry Hyman
Cllr Carole Cockburn	Gillian Martin
Cllr Joan Heagin	

**Members who are unable to attend this meeting must submit apologies by the end of Tuesday, 2 March 2021 to enable a substitute to be arranged.**

Dear Councillor

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

DATE: TUESDAY, 9 MARCH 2021

TIME: 7.00 PM

PLACE: ZOOM MEETING - VIRTUAL MEETING

The Agenda for the Meeting is set out below.

The meeting can be viewed remotely in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, via the Council's YouTube page.

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/webcast](http://www.waverley.gov.uk/webcast)

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## **Waverley Corporate Strategy 2020 - 2025**

### **Vision**

*Our vision is that Waverley will be environmentally, economically and financially sustainable with healthy, inclusive communities and housing available for all who need it.*

Our strategic priorities:

- ✓ Local, open, participative government
- ✓ Supporting a strong, resilient local economy
- ✓ Taking action on Climate Emergency and protecting the environment
- ✓ Good quality housing for all income levels and age groups
- ✓ Effective strategic planning and development management to meet the needs of our communities
- ✓ Improving the health and wellbeing of our residents and communities
- ✓ Financial sustainability

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### **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. MINUTES

The Minutes of the meeting of the Housing Overview & Scrutiny Committee held on 26 January 2021 are available on the Council's website, and Members are asked to confirm them 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 **Tuesday 2 March 2021** 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 5pm on Tuesday 2 March 2021.

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 Tuesday 2 March 2021.

6. TENANTS PANEL UPDATE (Pages 7 - 14)

The Committee will receive a report and be given a presentation by a representative from the Tenants' Panel. The purpose of the report is to provide the committee with a report direct from the Tenants Panel on their actions and achievements during 2020/21 and to share their future plans for 2021/22.

## **Recommendation**

It is recommended that the Committee:

- i. review this report and agree any observations or comments it wishes to pass to the Executive, and
- ii. ask the Tenants Panel to share a progress report at the November Housing Overview and Scrutiny Committee.

7. CORPORATE PERFORMANCE REPORT Q3 (Pages 15 - 58)

To consider the performance report and make any observations or recommendations as appropriate. For the section on Housing Delivery & Communities, please see pages 37-43 of the agenda pack and for Housing Operations, please see pages 43-47. This agenda item will be led by the Head of Housing Delivery and Communities and the Service Improvement Manager.

8. SERVICE PLANS (Pages 59 - 72)

The Service Improvement Manager, Head of Housing Delivery and Communities and Head of Housing Operations will update the committee.

9. VERBAL UPDATE ON RESPONSIVE REPAIRS AND VOIDS CONTRACT

The Head of Housing Operations will give a verbal update.

10. VERBAL UPDATE ON THE ASSET MANAGEMENT STRATEGY

The Head of Housing Operations will give a verbal update.

11. THE RECOVERY CHANGE AND TRANSFORMATION PROJECT (Pages 73 - 78)

The Committee will receive a report. The Service Improvement manager will lead this agenda item. The purpose of the report is to provide the Committee with an update report for their scrutiny on the Housing Team's Recovery, Change and Transformation Project. Following the easing of the Covid-19 lockdown in May 2020 the team have reinstated the majority of services and are working within new guidelines. A project close report will be presented to the RCT Programme Board on 1 March, a verbal update will be provided to committee members at the meeting.

## **Recommendation**

It is recommended that the Committee

- i. review this report and agree any observations or comments it wishes to pass to the Executive, and
- ii. agree to monitor performance of the five key service areas through the corporate quarterly performance reports during 2021/22.

12. VERBAL UPDATE ON HOUSING DEVELOPMENT

The Housing Development Manager will give a verbal update.

13. HOUSING DESIGN STANDARDS TASK AND FINISH GROUP (Pages 79 - 84)

The Scrutiny Officer will present a report to update the committee.

14. COMMITTEE WORK PROGRAMME (Pages 85 - 94)

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 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.

The Scrutiny Officer will lead this item.

15. 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).

16. 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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