

INTRODUCTION TO WAVERLEY BOROUGH COUNCIL

OVERVIEW AND SCRUTINY WORK PROGRAMME

The programme is designed to assist the Council in achieving its corporate priorities by ensuring topics add value to the Council's objectives, are strategic in outlook, are timed to optimise scrutiny input and reflect the concerns of Waverley residents and council members. The programme is indicative and is open to being amended with the agreement of the Chair with whom the item is concerned. The work programme consists of three sections:-

- Section A – Lists the Scrutiny tracker of recommendations for the municipal year.
- Section B – Lists items for Overview and Scrutiny consideration. It is not expected that the committee cover all items listed on the work programme and some items will be carried over into the following municipal year. In-depth scrutiny review topics for consideration by the respective Committee will also be listed in this section.
- Section C – Lists live in-depth scrutiny task and finish groups, including objectives, key issues and progress.

Section A
Scrutiny Tracker 2020/21

Housing O&S Scrutiny Tracker				
Meeting date	Agenda item	Outcomes / Recommendations	Officer / Executive Response	Timescale
28 September 2020	Homelessness Strategy Update	The Committee noted the contents of the report and resolved to escalate concerns about resource capacity to house more homeless people over the winter period were the Covid situation to deteriorate further.	A further update on the situation will be given at the November meeting.	November 2020
6 July 2020	Housing Maintenance Contracts Procurement – Working Group Report	The Committee agreed to make the 9 recommendations within the report (with one alteration to the third recommendations) to the Portfolio Holder.	The Portfolio Holder thanked the Committee for its work and agrees to implement the recommendations.	Intention to procure November 2020. Contract commences February 2022
14 January 2020	Housing Revenue Account Business Plan, Revenue Budget and Capital Programme (Hugh Wagstaff)	The Committee generally supported the recommendations listed from Executive to Council.	The recommendations were agreed at full Council Tuesday 18 February 2020.	February 2020

Housing Overview and Scrutiny Committee

20 November 2019	Private Sector Housing (Andrew Smith)	The Committee requested that officers share the information delivered to the Committee on the role of the Private Sector Housing team with the towns and parishes.	Once the Council's Town and Parish meetings begin again officers will revisit this.	TBC
3 July 2018	HRA Asset Management Strategy 2021 – 2026 scoping report (Hugh Wagstaff)	The Committee requested that the current strategy to be updated to ensure it reflects changing technologies, in addition to other considerations listed on page of the report.	Officers will update the Strategy to reflect changes in development and technology. This item is on the work programme and will return to the Committee in the new year.	The new Strategy will be for 2021 – 2026.

Section B

Work programme 2020/21

Subject	Purpose for Scrutiny	Lead Member / Officer	Date for O&S consideration	Date for Executive decision (if applicable)
Corporate Performance Report	To scrutinise the performance of the areas within the Committee's remit.	Heads of Service	Quarterly – next one January '20	N/A
Recovery, Change and Transformation Project Update (Housing)	To receive an update on the progress made against the objectives of the Housing RCT Project. Includes update on Housing maintenance – responsive repairs and voids contract.	Annalisa Howson	Standing item 2020	N/A
Corporate Strategy	To receive and scrutinise the Corporate Strategy before it is proposed for agreement at Executive and Council in December 2020.	Louise Norie	November 2020	December 2020
Homelessness Strategy Update	To receive a verbal update so that the Committee has an understanding of the impact of the pandemic on	Michael Rivers	November 2020	N/A

Housing Overview and Scrutiny Committee

Subject	Purpose for Scrutiny	Lead Member / Officer	Date for O&S consideration	Date for Executive decision (if applicable)
	homelessness and our services.			
Housing Design Standards review - Scoping Document	To agree the scope of an in-depth working group into the Council's housing design standards in light of the Climate Emergency priority.	Scrutiny Policy Officer / Louisa Blundell	November 2020	N/A
Anti-social Behaviour Policy	To contribute to the review of the Policy.	Annalisa Howson	November 2020	
Housing Maintenance – Response Repairs and Voids Contract	For the Committee to remain up to date with the latest developments regarding the contract.	Annalisa Howson / Hugh Wagstaff	January 2021	N/A
Housing Development Update	To receive an update on the current council housing developments.	Andrew Smith/ Louisa Blundell	January 2021	N/A
Tenant Involvement Strategy	To scrutinise and contribute to the development of the Strategy.	Annalisa Howson	tbc	
<i>Housing Revenue Account – updated budget</i>	<i>To scrutinise the revised budget.</i>	<i>Hugh Wagstaff / Lindsay Kennedy</i>	<i>January 2021</i>	<i>December 2020</i>
Service Plans	To consider and contribute to the Service Plans which will be drafted for January 2021 and agreed by Council February 2021.	Annalisa Howson / Andrew Smith	January 2021	February 2021
Asset Management Strategy 2021 – 2026	To receive an update on the progress of the Strategy's development and Committee to share views its content and direction.	Hugh Wagstaff	January 2021	N/A
	Following the recommendations of the Committee after considering the scope of the Strategy July 2018 and those made through the <i>Attitudes to Council Housing: Pride or Prejudice Review</i> , to receive the updated Strategy.	Hugh Wagstaff	January / March 2021	Spring 2021

Housing Overview and Scrutiny Committee

Subject	Purpose for Scrutiny	Lead Member / Officer	Date for O&S consideration	Date for Executive decision (if applicable)
Housing Strategy	To scrutinise and input into the Strategy before it is finalised and approved Spring 2021.	Andrew Smith / Alice Lean	January 2021	Spring 2021
Mental health and housing	To receive a presentation from officers about how the Council works with tenants, and those in housing need, who suffer with mental health issues.	Laura Dillon and Andrew Smith	March 2020	N/A
Affordable housing and housing need within the borough	Following the Housing Strategy and Enabling team's work into profiling housing need within the borough, for the Committee to understand the role of affordable housing and how it meets the needs of residents.	Andrew Smith / Alice Lean	TBC	N/A
Housing Associations (HAs)	To follow the September 2019 information session, the Committee may wish to invite a representative from a major housing association within the borough to present to the Committee.	Andrew Smith	TBC	N/A

Section C

Scrutiny Reviews 2019/20

Subject	Objective	Key issues	Lead officer	Progress
Housing Design Standards – energy efficiency	To make recommendations to the Executive on the standards to which the Council should build its homes in terms of energy efficiency.	<ul style="list-style-type: none"> • Climate Change Declaration (September 2019 Council) • Energy Performance Certificates • Zero-carbon homes 	Scrutiny Policy Officer and Louisa Blundell	The scoping document for this in-depth review is on the agenda for the Committee's November meeting.
Allocation Policy	Following a recommendation by the <i>Council Housing Attitudes: Pride or Prejudice</i> working group to review the Policy to ensure the criteria and process are appropriate and aligned to the Council's priorities.	<ul style="list-style-type: none"> • Eligibility and criteria • Communication and promotion • Choice-based lettings 	Scrutiny Policy Officer and Annalisa Howson	To be started once the design standards review is completed (not before 2021).

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Housing Consumer Regulatory Standards	To assess the service and areas for improvement in order to inform the service improvement plan.	<ul style="list-style-type: none">• Homes and Communities Agency• The four consumer standards	Scrutiny Policy Officer and Annalisa Howson	This review was included in the Housing Operations Service Plan 2020-23 and has not yet been scoped.
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