

## **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.

Housing Overview and Scrutiny Committee

**Section A**  
**Scrutiny Tracker 2020/21**

<b>Housing O&amp;S Scrutiny Tracker</b>				
<b>Meeting date</b>	<b>Agenda item</b>	<b>Outcomes / Recommendations</b>	<b>Officer / Executive Response</b>	<b>Timescale</b>
	Corporate Performance Report Q.4	<p>The new Housing Delivery Report will contain information on energy efficiency and carbon reduction</p> <p>A measure will be developed to record whether or not repairs have been carried out on communal areas</p>		September 2021
	Annual KPI review	<p>Housing delivery: Introduce new indicators HD4a (WBC) and HD4b (other providers) from from Q1 2021/22</p> <p>Housing operations: The Committee endorsed the introduction of these new indicators from Q1 2021/22 with the proviso that HO5 would be re-worded to provide more clarity</p> <p>The Asset Management Strategy to be amended to include new indicator(s) to measure energy efficiency and reductions in emissions</p>		September 2021 onwards
	Report From The Housing Design	The Committee would commend adoption of the report's recommendations to the		September 2021

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	Standards Task And Finish Group	Executive subject to clarificatory changes to recommendation 17 and 18		
	Committee work programme	Officers to bring a scoping report for a task and finish group on the allocations policy to the September meeting.		September 2021
<b>10 March 2021</b>	Tenants Panel Update	The Chairman of the Tenants' Panel would report to the committee again at its November 2021 meeting.  To highlight the committee's concerns regarding the isolation of elderly people to the Community and Wellbeing Overview and Scrutiny Committee.		November 2021
	Corporate Performance Report Q.4	In future the service will report the average days taken to complete repairs and repairs outstanding.		
	Committee Work Programme	The Chairman of the Tenants' Panel should see whether the tenants wished to raise any issues	The Chairman has discussed these issues with the panel	
<b>26 January 2021</b>	Asset management plan 2021/22	It was felt that there needed to be more costs and durations within the Asset Management Strategy.  Requested a verbal update on the Asset Management Strategy be a standing item for subsequent Agendas.	Verbal update brought to March 2021 meeting	March 2021
	Committee work programme	The Affordable Housing SPD would come off the agenda as members had had the opportunity to comment.	Items intergrated into the work programme and the March agenda	Various

## Housing Overview and Scrutiny Committee

		<p>There would need to be an item on the lessons learnt from housing complaints coming to the next meeting or the one after that.</p> <p>There would be a standing item on the agenda to report back from the Housing Design Standards Task and Finish Group.</p> <p>It was agreed that the Housing Overview and Scrutiny Committee would look at the issue of mental health at its summer meeting.</p>		
<b>23 November 2020</b>	Committee Work Programme	Request for an informal session on the Housing White Paper and the CIH Conference.	Arranged for December 22 at 1pm	December 2020
	Revised Corporate Strategy	The vision should be forward looking and changed to say 'Waverley sought to promote and sustain' References to the Climate Emergency Action Plan should be changed to say Carbon Neutrality Action Plan.	Vision statement included in final version and references to Climate Emergency Action Plan changed.	December 2020
	Anti-Social Behaviour Policy	To give further clarity as to the scope of the document and to add a section on councillors' role.		

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<b>28 September 2020</b>	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.	An update was given at the November meeting.	November 2020
<b>6 July 2020</b>	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
<b>14 January 2020</b>	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
<b>20 November 2019</b>	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

## Housing Overview and Scrutiny Committee

<b>3 July 2018</b>	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.
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Housing Overview and Scrutiny Committee

**Section B**

**Work programme 2020/21**

<b>Subject</b>	<b>Purpose for Scrutiny</b>	<b>Lead Member / Officer</b>	<b>Date for O&amp;S consideration</b>	<b>Date for Executive decision (if applicable)</b>
Allocations policy	Discuss and potentially agree the terms of reference for a new sub-group to look at this area	Andrew Smith / Annalisa Howson / Michael Rivers / Mark Mills	September 2021	TBC
Asset Management Strategy 2021 – 2026	Receive a verbal update on the progress of implementing this strategy.	Peter David	Standing item 2021	N/A
Biennial Scrutiny report	To consider a report on Overview and Scrutiny's activities in the 2019/20 and 2020/21	Mark Mills	September 2021	October 2021
Corporate Performance Report Q.1	To scrutinise the performance of the areas within the Committee's remit.	Heads of Service	Quarterly – next one September 2021	N/A
Housing Development Update	To receive an update on the current council housing developments.	Andrew Smith/ Louisa Blundell	September 2021	N/A
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	September 2021	N/A
STAR survey	To receive a report on tenants' perceptions of the council has a housing provider.	Hugh Wagstaff	September 2021	TBC
Green homes grants	To assess the potential to access this funding stream to make energy efficiency improvements in Council homes	Peter David	September 2021	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)
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 / Ester Lyons	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
Housing Strategy	To scrutinise and input into the refreshed strategy before it is finalised and approved.	Andrew Smith / Alice Lean / Ester Lyons	2021	2021
Service Plans 2021-24	Monitoring the delivery of Service Plans 2021-24	Hugh Wagstaff / Andrew Smith	As and when available	N/A

## Housing Overview and Scrutiny Committee

### Section C

Subject	Objective	Key issues	Lead officer	Progress
Housing Design Standards	To make recommendations to the Executive on the standards to which the Council should build its homes.	<ul style="list-style-type: none"> <li>• Climate Change Declaration (September 2019 Council)</li> <li>• Energy Performance Certificates</li> <li>• Zero-carbon homes</li> </ul>	Scrutiny Policy Officer and Louisa Blundell	Recommendations agreed by the Committee and are currently due to be recommended to the Executive in September.
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"> <li>• Eligibility and criteria</li> <li>• Communication and promotion</li> <li>• Choice-based lettings</li> </ul>	Scrutiny Policy Officer and Annalisa Howson	Draft scoping report will be presented to the September meeting
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"> <li>• Homes and Communities Agency</li> <li>• The four consumer standards</li> </ul>	Scrutiny Policy Officer and Annalisa Howson	This review was included in the Housing Operations Service Plan 2020-23 and has not yet been scoped.