

**HOUSING, PLANNING, REGENERATION, AND REGULATORY
SERVICES SCRUTINY COMMITTEE
2ND JULY 2019**

Report of the Head of Strategic Support

ITEM 7 SCRUTINY WORK PROGRAMME

Purpose of the Report

To enable the Commission to review and agree the scrutiny work programme.

Action Requested

To review and amend the scrutiny work programme to ensure that it is fit for purpose and that any items which no longer warrant scrutiny are removed and any items requiring scrutiny are added (see Appendix 1).

Reason

To enable the Council's new scrutiny arrangements to operate efficiently and effectively.

Policy Justification and Previous Decisions

The Corporate Plan commits the Council to review and improve its approach to the delivery of services to ensure it is constantly working to achieve a better service, providing better value for money and enhancing the performance and commitment to service delivery.

A new scrutiny committee structure was agreed by full Council on 25th February 2019 for implementation from the start of the 2019/20 Council year. As part of that process the former Scrutiny Management Board reviewed the existing scrutiny work programme and resolved:

“that the Head of Strategic Support be asked to ensure that committees under the new scrutiny committee structure are asked to review their work programmes at their first meetings, and are provided with appropriate guidance to assist that, so that any items which no longer warrant scrutiny are removed and any items requiring scrutiny are added” (minute 43.2 2018/19 refers).

This Committee can identify and schedule items for its own work programme without needing the approval of the Scrutiny Commission if those items fall within its area of responsibility. If the committee identifies a topic for scrutiny that is outside its area of responsibility, it can make a recommendation to the Scrutiny Commission that it is added to the work programme of the relevant scrutiny committee, or that a scrutiny panel be established.

Work Programme Update

The Scrutiny Commission agreed the Scrutiny Work Programme (as attached at Appendix 1) at its first meeting on 3rd June 2019. It considered the Scrutiny Work Programme for the Housing, Planning, Regeneration and Regulatory Services Directorate that had been agreed at the last meeting of the Scrutiny Management Board and removed the following items from the scrutiny work programme:

1. Housing rent arrears
2. Housing repairs complaints
3. Empty homes strategy
4. Tenancy support

The following items were added by the Scrutiny Commission to the Scrutiny Work Programme for the Housing, Planning, Regeneration and Regulatory Services Directorate:

1. The Local Plan – for 2nd July 2019 meeting
2. Additional information about ASB and Housing complaints to the Quarterly Performance Monitoring Report – at each quarterly meeting

After consultation with the Chair and Vice-chair of the Committee it was agreed that the item to consider the Local Plan at its meeting on 2nd July 2019 be removed from the Scrutiny Work Programme as the matter will be scrutinised more effectively after the second consultation has been completed. To update the Committee of the current position of the Local Plan, a briefing note will be circulated to members of the Committee.

Items dated prior to this meeting have been removed from Appendix 1 to avoid confusion.

Implementation Timetable including Future Decisions and Scrutiny

Issues identified by the Committee within its own remit will be reflected in an updated work programme. Issues identified for scrutiny outside of the Committee's remit will be recommended to the Scrutiny Commission.

Appendices

Appendix 1 – Scrutiny Work Programme (Housing Planning Regeneration and Regulatory Scrutiny Committee)

Background Papers: None

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Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
HPRRS	03 Sept 2019 (standing item at every meeting)	Work Programme	To consider items for future meetings	To allow the Committee to identify items for which scrutiny is required.	N. Conway/ Lead Officer	
HPRRS	03 Sept 2019 (annual item)	Full Performance Information (Quarter 1 Report)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives. To also include reports on any anti-social or housing repairs complaints.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / A. Ward & H. Gretton	Item amended by SC at its meeting on 3 rd June 2019. Quarter 1 Report considered at the same time annually.
HPRRS	03 Sept 2019 (annual item)	Climate Local Action Plan	Monitoring of the Climate Change Strategy Action Plan	Monitoring of progress on Action Plan.	Lead Member/ M. French / D. Pendle	Amended by SC at its meeting on 3 rd June 2019: report to be reviewed by the Committee and possibly deleted after its meeting if no longer relevant.
HPRRS	10 Dec 2019	Progress against actions in the Housing Strategy	To scrutinise progress against the actions in the Housing Strategy.		Lead Member/ A. Simmons	Added by SMB 25 October 2017, see min 26.1.
HPRRS	10 Dec 2019 (annual item)	Full Performance Information (Quarter 2 Report)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives. To also include reports on any anti-social or housing repairs complaints.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / A. Ward & H. Gretton	Item amended by SC at its meeting on 3 rd June 2019. Quarter 2 Report considered at the same time annually.

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
HPRRS	03 March 2020 (annual item)	Full Performance Information (Quarter 3 Report)	Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives. To also include reports on any anti-social or housing repairs complaints.	To ensure targets and objectives are being met. To identify areas where performance might be improved.	Relevant Lead Members & Heads of Service / A. Ward & H. Gretton	Item amended by SC at its meeting on 3 rd June 2019. Quarter 3 Report considered at the same time annually.
HPRRS	To be scheduled as required (ongoing item)	Five Year Housing Land Supply	If the Council's housing land supply falls below 5.5 years, a quarterly report to be provided and the Lead Member to attend to explain what actions are in place to return the five-year housing supply to a satisfactory level.	To ensure that, when necessary, the figures are scrutinised on a regular basis and any actions can be identified if required	Lead Member / R. Bennett	Agreed by SMB on 24 October 2018 (min 25.3) in response to a recommendation by the Five-Year Housing Land Supply Scrutiny Panel.
HPRRS	To be scheduled	Local Plan	To enable scrutiny of the development of the Local Plan. The Local Plan is being developed to the timetable set out in the Local Development Scheme. Informal public consultation took place in April 2018 and further consultation is due to take place in the second half of 2019.	To ensure appropriate scrutiny of the development of the Local Plan.	Lead Member/ R. Bennett /D. Pendle/ C. Clarke	Last considered by PSG on 10 July 2018 at which the results of the first phase of consultation were considered (min 6).