

**HOUSING SCRUTINY SUB-COMMITTEE 2003/04 – BUSINESS FOR FORTHCOMING MEETINGS**

N.B. Where information is circulated outside normal Agenda despatch, this is shown by use of shaded background.

<b>Date of Meeting:</b>	<b>Item/Title:</b>	<b>Notes:</b>	<b>Information/witnesses:</b>	<b>Outcome[s] / Current Position:</b>
<b>2 July 2003</b>	<b><u>Work Programme 2003/04</u></b>	initial discussion of topics	- Officer proposals for Work Programme 2003/04 - Strategic Director of Housing - background briefing	Draft Work Programme to be brought back on 28/7/03.
	<b><u>Private Sector Housing Renewal Policy</u></b>		- Housing Officers in attendance re: loan scheme proposals - Written submission rec'd from DMJ Associates	Comments referred to Executive for consideration 15 <sup>th</sup> July 2003.
<b>28 July 2003</b>	<b><u>Best Value Review of Housing Management: Support for Resident Involvement and the Tenant Fund</u></b>  <b><u>FIRST SESSION [OF 2]</u></b>	First Session:	<i>Background officer presentations from Chris Brown and Marian Nash</i>  <i>Agreed scrutiny over two sessions.</i>  <i>Requested further info for next meeting.</i>	<i>See resolutions as follows:</i>
	<b><u>Tenants Fund Budget 2003/04</u></b>	Report to 29 <sup>th</sup> July 2003 Executive – this is opportunity to add scrutiny comments	<i>Background officer presentation from Celine Arnold.</i>	<i>No comments to Executive 29/7/03 meeting.</i>
	<b><u>Work Programme 2003/04</u></b>	Consideration of draft schedule	Noted and agreed as presented.	<i>Agreement of 2003/04 Work Programme.</i>
	<b><u>Co-option to Housing Scrutiny Sub-Committee</u></b>	OSC 7/7/03 recommended 2 tenants & 1 leaseholder.	Agreed as per OSC recommendations, plus nominated reserves to be invited from Tenant & Leaseholder Council.	<i>Agreement of principal, number and representation of co-optees.</i>
			Both bodies be advised of the 2003/04 Work Programme schedule for the Sub-Committee and advised that attendance for all open meetings remains open to individuals not co-opted.	<i>Next TC meeting 1 Sep 03 Next LC meeting 22 Sept 03</i>
<b>7 Aug 03</b>	<b><u>Correspondence:</u></b>  <b>(a) <u>Information re: alleged counter publicity to consultation event</u></b>	(a) Sent in response to question at 28 July 03 meeting.	-	Provision of information. No action required.

Date of Meeting:	Item/Title:	Notes:	Information/witnesses:	Outcome[s] / Current Position:
	<p style="text-align: center;"><u>held 19 July 03</u></p> <p>(b) <u>Draft Minutes of 28 July 03</u></p>			
<b>AGENDA PLANNING 29 AUG 03</b>			<ul style="list-style-type: none"> <li>Ask Exec Member asking why BVR Hsg Mgmt not going to Exec on 9<sup>th</sup> Sept.</li> </ul>	
<b>2 Sept 2003</b>	<p><b><u>Best Value Review of Housing Management: Support for Resident Involvement and the Tenant Fund</u></b></p> <p><b><u>SECOND SESSION</u></b></p>	<p>Second session</p> <p>N.B. Exec not to consider this at 9<sup>th</sup> Sept meeting.</p> <p>Scrutiny can:</p> <p>(i) Make initial recommendations based on documents/evidence seen to date;</p> <p>(ii) Acknowledge that the existing BVR is well advanced;</p> <p>(iii) Use the BVR Action Plan [once agreed] to then bring back the matter later in year or 04/05 to monitor whether effectively implemented.</p>	<ul style="list-style-type: none"> <li>Marian Nash/Chris Brown to present feedback from 19 July 03 consultation event, NHOs and Tenant Council</li> <li>Formulation of draft recs to Executive [based on interim recs above]</li> </ul>	
	<p><b><u>Pre-Scrutiny: Review of Secure Tenancy Agreements</u></b></p> <p>Ctd @ 5 Nov 03 meeting</p>	<p>Consultation began 04/03. Scrutiny to tie in with department's existing timetable summary as follows:</p> <p>April 03 Tenants Council  May-Jun 03 Neighbourhood Forums  July 03 Exec progress report  July 03 Tenants Council- progress report  Aug – Oct 03 Individual Consultation with Tenants  Nov 03 Report back to Tenants</p>	<p><u>Speaker</u> Harry Marshall</p> <p><u>Documents</u></p> <ul style="list-style-type: none"> <li>Conditions of tenancy doc</li> <li>Reports to T.Council &amp; Exec 9/9</li> </ul>	

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		Council Dec 03 Final report to Executive Jan-Mar 04 Tenants Handbook development Apr 04 Implementation		
3 Sept 03	<p><b><u>Correspondence:</u></b></p> <p><b><u>Re: Private Sector Housing Renewal Policy</u></b></p> <p>Information updating Members on actions/measures outlined by DoH at Exec 15 July 03</p>	Draft policy considered by scrutiny on 2 July 2003. Recommendations made to Exec 15 July 2003.	-	Provision of information. No action required.
Once info received	<b><u>Pre-Scrutiny: Allocation Review</u></b>	Background information Draft project brief		
AGENDA PLANNING 15 Sept 03	<b><u>MAJOR WORKS CONTRACTS:</u></b>	Briefing requested IRO: <ul style="list-style-type: none"> <li>• adequacy of checking only 20% of contractor work;</li> <li>• quality of work generally;</li> <li>• how work is monitored;</li> <li>• how liable are contractors for problems etc;</li> </ul>	Suggest use case study to extrapolate wider problems and possible solutions.	
7 Oct 2003	<b><u>Allocation Review</u></b>		<ul style="list-style-type: none"> <li>- invite Dave Hancock</li> <li>- Allocation Review Board to be invited to this meeting</li> </ul>	
AGENDA PLANNING 17 OCT 03				
5 Nov 2003	<b><u>Review of Secure Tenancy Agreement</u></b>	<i>Could bring back the feedback from T.Council prior to reporting to Executive in Dec 03, for scrutiny comment</i>	tbc	<i>Scrutiny may make comment/recs to Exec in Dec 2003 prior to agreement and implementation.</i>
	<b><u>Joint Work: Anti-Social Behaviour Strategy [Crack Houses on Estates]</u></b> [scoping]	As agreed by OSC 7/07/03. Options for joint working with Environment & Community SSSC to be considered by OSC 15/9/03.	- Could invite Cllr Moise to outline E&CSSSC's work to date on issue, to assist our scoping of review.	

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<b>AGENDA PLANNING 14 NOV 03</b>				
2 Dec 2003	<u>Housing Revenue Account [HRA] and the Rent Setting process</u>		Keith Broxup, Ian Young & Cliff Robinson to attend [tbc]	
	<u>Executive Interview [First]</u>	Preparatory work needed on review.		
<b>AGENDA PLANNING 9 JAN 04</b>				
20 Jan 2004	<u>Joint Work: Anti-Social Behaviour Strategy [Crack Houses on Estates]</u>	Session one [tbc]		
<b>AGENDA PLANNING 23 JAN 04</b>				
9 Feb 2004	<u>Housing Strategy</u>	To input into 2004-05 strategy process.	Attendees tbc	
	<u>Joint Work: Anti-Social Behaviour [Crack Houses on Estates]</u>	Session two [tbc]		
<b>AGENDA PLANNING 16 FEB 04</b>				
8 March 2004	<u>Tenant Halls</u>	Tie in with Council review commencing Oct '03.	tbc	
	<u>Planning for Executive Member Interview</u>			
<b>AGENDA PLANNING 26 MAR 04</b>				

Updated: 5:29 PM 5/6/2004

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13 April 2004	<u>Executive Member</u> – end of year interview			
AGENDA PLANNING 23 APR 04				
11 May 2004	<u>Review of 2003/04 &amp; consideration of items for 2004/05 Work Programme</u>			

**ADDITIONAL ITEMS FOR CONSIDERATION:**

N.B. These items have not been agreed for addition to the 2003-04 Work Programme by the Sub-Committee, but are detailed here for information.

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	<b><u>Establish Joint Panel with E&amp;CSSC to look at Anti-Social Behaviour Strategy [estates with crack houses]</u></b>	As per OSC decision 7/7/03		
	<b><u>Follow-up scrutiny reports from 2002/03 on previous housing related reviews [i.e. Leaseholder Bills scrutiny]</u></b>			
	<b><u>Present Housing Performance Indicators [to inform scrutiny and in particular the Executive Member interviews]</u></b>			
<b>2004/05 Work Programme</b>	<b><u>INTRODUCTORY TENANCIES</u></b>	Implemented October 2003. Executive to review in Oct 2004. Scrutiny might therefore monitor implementation/success.		