

To: Housing Standing Panel

Date: 3rd. September 2013

Report of: Head of Law and Governance

Title of Report: Panel Scope and Work Programme

Summary and Recommendations

Purpose of report: To confirm the Panel scope and discuss and agree the outline work programme.

Scrutiny Lead Member: Councillor Smith

The Panel is asked to:

1. Confirm Councillor McCready's membership of the Housing Standing Panel.
2. To note the operating principles highlighted.
3. To confirm the scope for the Panel set by the Scrutiny Committee.
4. To agree the firm and provisional meeting dates.
5. To explore now or at some other agreed time the 2 issues for debate yet to be scoped.

Introduction

1. At the July meeting of the Scrutiny Committee it was agreed to set a Housing Standing Panel. The Lead Member and Chair of the Panel was agreed as Councillor Val Smith and she is to be joined by Councillor Gill Sanders. In addition Councillor Sam Hollick had asked to join a Housing Panel should it be set and his membership was confirmed.
2. Subsequently Councillor Stuart McCready has asked to join the Panel. Stuart has been a member of the Panel in previous years and would balance the membership in line with the "operating principles" agreed by the Scrutiny Committee. The Panel is asked to confirm Councillor McCready's membership.
3. In July 2012 the Housing Panel appointed a tenant to be co-opted onto the Panel and sit as a non voting member to the end of April 2014. The tenant is Linda Hill and she joins the Panel for this year.

4. The following operating principles are of particular note for the Panel:
- The Panel is set for the municipal year 2013/2014 only. Further consideration will be a matter for the Scrutiny Committee set at the beginning of the next Municipal Year.
 - No substitutions are allowed.
 - No quorum number is set but the Chair is advised not to proceed unless at least half (2) of the City Council members are present.
 - Any change to the scope of the Panel is a matter for the Scrutiny Committee after representation from the Lead Member.
 - The Lead Member will always be a member of the Scrutiny Committee and will act as Chair.
 - No Vice Chair will be appointed. Should the Lead Member not be present a Chair will be appointed by the Panel from those City Council members present.
 - All Standing Panel meetings will be held in public.
 - The Panel has the power to make its own recommendations to officers and decision makers providing that either they are seen first at a Scrutiny Committee meeting should one be available that fits within the reporting timeframe or if not they are circulated to all members of the Scrutiny Committee.

Scope and Work Programme

5. The Scrutiny Committee requires the Housing Standing Panel to consider all “Strategic Housing and Landlord issues” that appear in the programme.

This currently includes:

- Items called from the Forward Plan for pre decision scrutiny that relate to the scope of the Panel.
 - Allocation policies and how we communicate these, give advice and take feedback.
 - Decent Homes Standard – where we go next in investing in our stock.
 - Regeneration on estates – what are our ambitions and how do we deliver and engage communities.
 - To monitor a selected set of performance measures related to the following priorities:
 - ❖ Welfare reform and the housing crisis.
 - ❖ Housing supply.
 - ❖ Estate regeneration.
6. In addition there is an ongoing review being run by Linda Hill and supported by Pat Jones looking at the Mutual Exchange Process. This is expected to report in November.

7. A number of meetings have been provided some of which are provisional to fit within the City Executive Board cycle. This will give opportunities for any pre decision scrutiny that is required by the Scrutiny Committee or the Panel. Below are the meeting dates and the items scheduled. The Panel is asked to confirm these.

Dates	Agenda Items
3 rd . September 6.00pm.	<ol style="list-style-type: none"> 1. Housing Strategy Action Plan. 2. Long term affordable housing for homelessness prevention. 3. Allocations review and changes to the Allocations Policy. 4. Performance monitoring – Housing Measures – Qtr. 1. 5. Allocation Policies and how we communicate, give advice and take account of feedback. 6. Panel work programme.
3 rd . October 6.00pm.	Provisional
4 th . November at 6.00pm.	<ol style="list-style-type: none"> 1. Performance monitoring – Housing Measures- Qtr. 2. 2. Decent Homes standard – where next for investment in our stock. 3. Outcome from review of the Mutual Exchange process.
5 th . December at 6.00pm.	1. Housing Strategy refresh.
15 th . January 2014 at 6.00pm.	Provisional
7 th . February at 6.00pm.	<ol style="list-style-type: none"> 1. Performance monitoring – Housing Measures – Qtr. 3. 2. Regeneration on our estates – what are our ambitions and how do we deliver and engage communities.
6 th . March at 6.00pm.	Provisional
3 rd . April at 6.00pm.	Provisional

8. Two of the issues appear in outline and the Panel is asked to explore in more detail these lines of inquiry. They are:
- Decent Homes Standard – where next for investment in our stock.
 - Regeneration on our estates – what are our ambitions and how do we deliver and engage communities.

Name and contact details of author:-

Pat Jones, Principal Scrutiny Officer

Law and Governance

Tele: 01865 252191

Email: phjones@oxford.gov.uk

List of background papers: Scrutiny work programme 2013/2014

Version number: 1