

Project Scope

Draft

Review Topic	Setting the Oxford Standard for Council Housing
Lead Member Review Group	<p>This is a joint project between the Tenant’s Scrutiny Panel and the Scrutiny Housing Panel.</p> <p>Joint Chairs Councillor Val Smith and Celia Matthews.</p>
Officer Support and allocate hours – for office use only	
<p>Rationale (key issues and/ or reason for doing the Review)</p>	<p>Oxford City Council owns, lets and manages about 7,800 houses. All income and expenditure related to these properties is managed within the Housing Business Plan created when the Council withdrew from the national subsidy scheme.</p> <p>In order to effectively maintain this significant asset for the benefit of current and future residents a stock condition survey has been undertaken with the aim of informing the production of an Asset Management Strategy.</p> <p>The Asset Management Strategy will be broad ranging but will have at its heart the standard to which properties are maintained and how this standard is implemented over time. This might be badged as “The Oxford Standard”.</p> <p>What is achieved within this Standard and by when will depend on many factors including current levels of repair and maintenance, available funds and competing priorities.</p> <p>Current council tenants and elected members are key stakeholders in this process and this review aims to allow them to work with officers and decision makers to consider information, conduct consultation and through this advice on what the “Oxford Standard” should be and how it should be delivered.</p>

<p>Purpose of Review/Objective (specify exactly what the Review should achieve)</p>	<p>To give advice to the City Executive Board on the content and definition of the Oxford Standard for all Council properties.</p> <p>Based on available data to outline the timeframe within which it would be reasonable to deliver this standard.</p> <p>To use the experience and views of tenants and members when delivering the decent homes standard to comment on the process of this delivery.</p>
<p>Indicators of Success (what factors would tell you what a good Review should look like)</p>	<p>Members and engaged tenants steering the project as equal partners.</p> <p>Good Quality engagement with stakeholders that delivers a broad range of opinion.</p> <p>Clear presentation of data leading to understanding.</p> <p>Good relationship building with the Board Member engendering a partnership.</p> <p>Broad agreement on recommendations.</p> <p>A standard that can be delivered within 5 years that addresses the contemporary concerns and ambitions of both tenants and the Council.</p>
<p>Methodology/ Approach (what types of enquiry will be used to gather evidence and why)</p>	<p>Joint Review Panel acting as a steering group to consider data and form recommendations.</p> <p>Desk top review of data and outcomes from the stock condition survey.</p> <p>Commissioned broader engagement with tenants.</p> <p>Evidence sessions with officers.</p>
<p>Specify Witnesses/ Experts (who to see and when)</p>	<p>Tenants both engaged and more broadly. Elected Members representing Council Estates. Direct Services Officers. Housing Management Officers. Housing Property Officers. Board Member Housing. Head of Housing and Property.</p>

Specify Evidence Sources for Documents (which to look at)		Stock Condition Survey. Housing Revenue Account Bussiness Plan. Project data from the delivery of Decent Homes Standard. Current Planned Maintenance programmes. Agreed Standards from other providers.	
Specify Site Visits (where and when)		TBA	
Projected start date	April 2014	Draft Report Deadline	30 th . Sept. 2014
Meeting Frequency	TBA	Projected completion date	Oct. 2014

Draft outline of meetings (Not in necessarily in chronological order)

Meeting one
Meeting two
Meeting three
Meeting four

