

Housing Scrutiny Committee Work Programme 2018-19

Thursday 12 July 2018

Agenda Rank	Item	Objectives for Scrutiny	Cabinet Member/Chair	Attendees
1.	Capital Programme Overruns	<ol style="list-style-type: none"> 1. To improve the committee's understanding of why overruns occur in the Capital Programme 2. To assess the impact of overruns for the council and residents 3. To scrutinise the ongoing work to reduce these 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance
2.	Resident Engagement	<ol style="list-style-type: none"> 1. To improve the committee's understanding of the resident engagement approach 2. To assess performance to date in this area and areas for further improvement 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Troy Francis, Head of Housing Management Services; 4. Minesh Patel, Head of Finance

3.	Estate Parking	<ol style="list-style-type: none"> 1. To review the current position on estate parking 2. To scrutinise future changes and the potential impact for residents and the borough 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance
4.	Scrutiny 2017/18 Annual Report and Work Programme 2018-19	<ol style="list-style-type: none"> 1. Committee to review the 2017-18 annual report and the work programme for 2018-19 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	N/A
5.	Forward Plan	<ol style="list-style-type: none"> 1. The Committee to review the Forward Plan (housing element). 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	N/A

Thursday 13 September 2018

Agenda	Item	Objectives for Scrutiny	Cabinet Member/Member	Attendees
1.	Allocations Policy (including for Care Leavers)	<ol style="list-style-type: none"> 1. To scrutinise the allocations policy 2. To gain an understanding of how the policy works in practice – including for Care Leavers 3. To review performance 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike - Operational Director Housing; 3. Laurence Coaker, Head of Housing Needs; 4. Minesh Patel, Head of Finance
2.	Grounds Maintenance (Estates)	<ol style="list-style-type: none"> 1. Scrutinise the approach to Grounds Maintenance on Estates 2. Review contract management 3. Gain an overview of current challenges and work underway to address these 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Troy Francis - Head of Housing Management

				<p>Services</p> <p>4. Minesh Patel, Head of Finance</p>
3.	Asset Management Strategy	<ol style="list-style-type: none"> 1. Scrutinise use of existing assets 2. Explore the future strategy for Brent 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p>	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director, Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Sean Gallagher, Head of Property Services; 4. Minesh Patel, Head of Finance
4.	Scrutiny Committee's Work Programme 2018-19	<ol style="list-style-type: none"> 1. The report updates Members on the Committee's Work Programme for 2018-19 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p>	N/A
5.	Forward Plan	<ol style="list-style-type: none"> 1. The Committee to review the Forward Plan (housing element). 	<p>Cllr Eleanor Southwood – Lead</p>	N/A

			Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	
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Thursday, 29 November 2018

Agenda	Item	Objectives for Scrutiny	Cabinet Member/Member	Attendees
1.	Landlord Licensing	<ol style="list-style-type: none"> 1. To review the objectives and performance of the landlord licensing scheme 2. To review enforcement action undertaken 3. To understand future plans for this area 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Spencer Randolph, Head of Private Housing Services; 4. Minesh Patel, Head of Finance
2.	Fire Safety	<ol style="list-style-type: none"> 1. Evaluate progress on recommendations from the Task and Finish Group (17/18) 2. Improved awareness of the mitigation measures in place for civil emergencies; 3. Responding to wider public 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. John Magness, Head of Housing Supply and Partnerships;

		interest	Committee	4. Minesh Patel, Head of Finance
3.	Housing Revenue Account (alignment and rent setting)	1. Pre-scrutiny of decision	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director, Community and Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance
4.	Terms of Reference - Task and Finish Group – St Raphaels	1. Terms of Reference to be discussed and agreed	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director, Community and Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance
5.	Housing Complaints	<ol style="list-style-type: none"> 1. To scrutinise complaints relating to the Housing Service 2. To understand the strengths and gaps 3. To gain an overview of the 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director, Community and Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Troy Francis, Head of Housing Management Services;

		work that is underway to close the gaps	Housing Scrutiny Committee	4. Minesh Patel, Head of Finance
6.	Scrutiny Committee's Work Programme 2018-19	1. The report updates Members on the Committee's Work Programme for 2018-19	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	N/A
7.	Forward Plan	1. The Committee to review the Forward Plan (housing element).	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	N/A

Thursday 6 February 2019

Agenda	Item	Objectives for Scrutiny	Cabinet Member/Member	Attendees
1.	Brent based Registered Providers (RP) delivery of social housing	<ol style="list-style-type: none"> 1. Gain an overview of the performance of Registered Providers based on the priorities of the service 2. Scrutinise welfare issues addressed by RP (methods, means, and areas of collaboration with LBB) 3. Review performance measures 4. Review conversions from social to affordable housing 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Laurence Coaker, Head of Housing Needs; 4. Minesh Patel, Head of Finance
2.	Welfare Reform and Homelessness (including the Homelessness Reduction Act)	<ol style="list-style-type: none"> 1. Scrutinise the impact of Welfare Reform on Homelessness in the borough 2. Scrutinise the Council's readiness for the challenges presented 3. Scrutinise implementation and impact of the Homelessness Reduction Act in Brent 4. Review the Supported People budget 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing 3. Minesh Patel, Head of Finance

3.	Performance Update	<ol style="list-style-type: none"> 1. Scrutinise performance across the service 2. Review strengths and areas for further improvement 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of Housing Scrutiny Committee</p>	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing 3. Minesh Patel, Head of Finance
4.	Scrutiny Committee's Work Programme 2018-19	<ol style="list-style-type: none"> 1. The report updates Members on the Committee's Work Programme for 2018-19 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p>	N/A
5.	Forward Plan	<ol style="list-style-type: none"> 1. The Committee to review the Forward Plan (housing element). 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p>	N/A

27 March 2019

Agenda	Item	Objectives for Scrutiny	Cabinet Member/Member	Attendees
1.	Disabled Facilities and Small Works Grants Distribution	<ol style="list-style-type: none"> 1. To scrutinise approach and outcomes delivered 2. To review how performance in this area is measured 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance
2.	New CRM System	<ol style="list-style-type: none"> 1. Scrutinise management and usage of the new CRM system 2. Review performance and customer feedback 3. Scrutinise links with the wider Housing Service 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director, Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Troy Francis, Head of Housing Management Services 4. Minesh Patel, Head of Finance

3.	I4B	<ol style="list-style-type: none"> 1. Scrutinise impact on housing 2. Review locations and quality of housing 3. Review the impact on the waiting list 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p>	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director, Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Laurence Coaker, Head of Housing Needs 4. Minesh Patel, Head of Finance
4.	Scrutiny Committee's Work Programme 2018-19	<ol style="list-style-type: none"> 1. The report updates Members on the Committee's Work Programme for 2018-19 	<p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p>	N/A
5.	Forward Plan	<ol style="list-style-type: none"> 1. The Committee to review the Forward Plan (housing element). 	<p>Cllr Eleanor Southwood – Lead Member for Housing</p>	N/A

			and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	
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25 April 2019

Agenda	Item	Objectives for Scrutiny	Cabinet Member/Member	Attendees
1.	Tackling ASB	<ol style="list-style-type: none"> 1. Scrutinise approach to tackling ASB on Estates 2. Review links to wider ASB challenges in the borough 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Rep from Public Protection (tbc); 4. Minesh Patel, Head of Finance.
2.	Rent Arrears (including Registered Providers)	<ol style="list-style-type: none"> 1. Scrutinise the level of rent arrears 2. Review location and trends 3. Explore actions in place to tackle these arrears 4. Explore approach to evictions 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance; 4. One Registered Provider (tbc).
3.	Fire Safety	<ol style="list-style-type: none"> 1. Evaluate fire safety in council housing 2. Improved awareness of the mitigation measures in place for civil emergencies 	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	<ol style="list-style-type: none"> 1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance

4	St Raphaels Task Group	1. Scrutinise the findings and recommendations from the scrutiny task group review of St Raphaels Estate	Cllr Eleanor Southwood/ Cllr Janice Long – Chair of Housing Scrutiny Committee	1. Phil Porter, Strategic Director Community Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Minesh Patel, Head of Finance
5	Scrutiny Committee's Work Programme 2018-19	1. The report updates Members on the Committee's Work Programme for 2018-19	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	N/A
6.	Forward Plan	1. The Committee to review the Forward Plan (housing element).	Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee	N/A