

Housing Scrutiny Committee Work Programme 2018-19

Thursday 12 July 2018

| Agenda Rank | Item | Objectives for Scrutiny | Cabinet Member/Member | 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 | <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. 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 | <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. 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 | <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. 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 | <p>Cllr Eleanor Southwood – Lead Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee</p> | <p>N/A</p> |
| 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> | <p>N/A</p> |

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 |

| | | | | |
|----|--|--|--|---|
| | | | | Services 4. Minesh Patel, Head of Finance |
| 3. | Rescheduled from November Landlord Licensing | <ol style="list-style-type: none"> To review the objectives and performance of the landlord licensing scheme To review enforcement action undertaken 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"> Phil Porter, Strategic Director, Community Wellbeing; Hakeem Osinaike, Operational Director Housing; Spencer Randolph, Head of Private Housing Services; Minesh Patel, Head of Finance |
| 4. | Scrutiny Committee's Work Programme 2018-19 | <ol style="list-style-type: none"> 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 |
| 5. | Forward Plan | <ol style="list-style-type: none"> The Committee to review the Forward Plan (housing element). | Cllr Eleanor Southwood – Lead | N/A |

| | | | | |
|--|--|--|--|--|
| | | | Member for Housing and Welfare Reform/Cllr Janice Long – Chair of the Housing Scrutiny Committee | |
|--|--|--|--|--|

Thursday, 29 November 2018

| Agenda | Item | Objectives for Scrutiny | Cabinet Member/Member | Attendees |
|---------------|--|--|--|---|
| 1. | Rescheduled from September Asset Management Strategy | <ol style="list-style-type: none"> 1. Scrutinise use of existing assets 2. Explore the future strategy for Brent | 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. Sean Gallagher, Head of Property 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; | 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 Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. John Magness, Head of Housing |

| | | | | |
|----|--|---|--|---|
| | | 3. Responding to wider public interest | Housing Scrutiny Committee | Supply and Partnerships; 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 | 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 | 1. Phil Porter, Strategic Director, Community and 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 | N/A |

| | | | | |
|----|--------------|--|--|-----|
| | | | Long – Chair of the Housing Scrutiny Committee | |
| 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 |

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 | <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 |
| 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 | <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 |

| | | | | |
|----|---|---|---|--|
| 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 | 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 work that is underway to close the gaps | <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 and Wellbeing; 2. Hakeem Osinaike, Operational Director Housing; 3. Troy Francis, Head of Housing Management Services; 4. Minesh Patel, Head of Finance |
| 5 | 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 |
| 6. | 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</p> | N/A |

| | | | | |
|--|--|--|--|--|
| | | | Long – Chair of the Housing Scrutiny Committee | |
|--|--|--|--|--|

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 | |
|--|--|--|---|--|

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 | <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 |
| 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 |