

12 June 2012		ITEM 5
Health and Well-being Overview and Scrutiny Committee		
Establishment of a Housing Overview and Scrutiny Task and Finish Group		
Report of: Barbara Brownlee, Director of Housing		
Wards and communities affected: All	Key Decision: No	
Accountable Head of Service: Barbara Brownlee, Director of Housing		
Accountable Director: Barbara Brownlee, Director of Housing		
This report is public		
Purpose of Report: Seeks to set up a task and finish group to oversee the work of the Housing Directorate. This group will report back to Health and Wellbeing Overview and Scrutiny at 6 monthly intervals and be constituted for a period of 3 years.		

Comment [sj]: Please leave this for completion by Democratic Services

Comment [sj]: PLEASE CLICK THIS BOX ONCE and enter the title of your report (in font 16 and in capitals) – a Cabinet Report should be consistent with the wording on the Forward Plan – see Guidelines 2.3

Comment [a j]: Please enter the name and job title of the person who will be presenting the report

Comment [sj]: Please enter details of any Wards and Communities affected by the report. If this section is not applicable, you should enter "none".

Comment [sj]: Yes/No/Not Applicable – a 'Key Decision' is generally one affecting more than 2 wards or above £50,000 expenditure – see Guideline 2.7

Comment [sj]: Please state the Head of Service's name and job title

Comment [sj]: Please state Director's name and job title

Comment [sj]: State whether your report is Public or Exempt. If Exempt (i.e. not to be given to the public or discussed in

Comment [sj]: Briefly set out the purpose of your report

Comment [sj]: Please provide a summary of the key points in your report

Comment [sj]: The recommendations should be set out in bold in the form of the decision that the decision-

EXECUTIVE SUMMARY

The Health and Wellbeing Overview and Scrutiny Committee agree to set up a task and finish group to oversee the provision planning management and performance of the Housing Directorate

1. RECOMMENDATIONS:

- 1.1 That Members agree to establish a task and finish group to oversee the work of the Housing Directorate.
- 1.2 That the task and finish group be established in accordance with political balance, consisting of six members drawn from the other overview and scrutiny committees, four from the Labour Group and two from the Conservative Group.
- 1.3 The task and finish group report back to the Health and Well-being Overview and Scrutiny Committee in six monthly intervals.
- 1.4 The task and finish group be established for three years.
- 1.5 That the task and finish group meets every two months.

2. INTRODUCTION AND BACKGROUND:

- 2.1 There is currently no specific Overview and Scrutiny Committee for dealing with the Council's Housing functions and this work sits within the agenda of the Health and Wellbeing committee. Given the weight of the agenda already existing with this scrutiny committee and the importance placed upon housing by the council a separate scrutiny vehicle is required.
- 2.2 It is proposed that a task and finish group is formed of councillors from across all other Overview and Scrutiny committees which deals specifically with the full range of housing functions. These will include;
 - Housing Needs issues – including allocations, & tenancy reform
 - Service issues - Repairs service, local budgets, customer profiling & personalised services (particularly for older residents)
 - Development – HRA financing, new build and regeneration of the estates.
 - Private sector housing - the registrations of landlords, standards within the sector and its use as temporary accommodation.
- 2.3 The task and finish group will consist of 6 members drawn from the other overview and scrutiny Committees.

Comment [s]: You should briefly explain why the report is on the agenda - See para. 5.3 and 5.4 of the report writing guidelines.

Comment [s]: Other headings may be appropriate. The report should outline the reasoning that leads to its recommendations and **must** include:

1. a brief summary of options considered;
2. consultation outcomes
3. a risk assessment.
4. Whether the responsible cabinet members have been consulted/contributed to the report (NB professional and political advice must be clearly distinguished)

- See para.5.5 of the report writing guidelines.

3. ISSUES AND/OR OPTIONS:

- 3.1 A task and finish group is defined in the Constitution (Chapter 4, Part 1, Section 8.4) as:

A task and finish group may be established by an overview and scrutiny committee to consider a specific piece of work and make recommendations to its parent committee or directly to the cabinet. The number of Members of the task and finish group and its terms of reference must be specified when it is established.

Comment [a]: Please refer to Section 5.7 of the Report Writing Guidelines

Comment [sj]: This section should always be completed – if they are dealt with fully in another part of the report, they also need a brief cross reference here. The names and job titles of the officers providing the implications should be provided in full – see Guideline 6.1 and please note Democratic Services Deadlines and ensure that officers providing implications are given 5 clear working days to work on the report. Authors can write implications but they must be signed off by the appropriate officers

4. IMPACT ON CORPORATE POLICIES, PRIORITIES, PERFORMANCE AND COMMUNITY IMPACT

- 4.1 The establishment of a task and finish group will allow the council to undertake effective and sufficient scrutiny of the Housing function, which remains a priority of the council.

5. IMPLICATIONS

5.1 Financial

Implications verified by:
Telephone and email:

Comment [sj]: See Guideline 6.2

5.2 **Legal**

Implications verified by:
Telephone and email:

Comment [sj]: See Guideline 6.3

Comment [sj]: See Guideline 6.4

Comment [sj]: Insert the full contact details of the author of the report

5.3 **Diversity and Equality**

Implications verified by:
Telephone and email:

Report Author Contact Details:

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