

LONDON BOROUGH OF CAMDEN	WARDS: All
REPORT TITLE: Work Programme – Housing Scrutiny	
REPORT OF: Director of Property Management	
FOR SUBMISSION TO: Housing Scrutiny Committee	DATE: 23 rd January 2024
SUMMARY OF REPORT: This report provides an update on the Committee's work programme for 2023/24 and provides an update on action requested at previous meetings of the Committee. Local Government Act 1972 – Access to information No documents that require listing were used in the preparation of this report Contact Officer: Gavin Haynes, Director of Property Management, 5 Pancras Square, N1C 4AG, 020 7974 1955, gavin.haynes@camden.gov.uk	
RECOMMENDATIONS: The members of the Housing Scrutiny Committee are asked to consider any proposals for items that should be included in the work programme and to confirm the work programme for the year ahead.	

Signed:



Director of Property Management

Date: 23 January 2024

1. **INTRODUCTION**

- 1.1 The committee has been set up with the following terms of reference:
- To scrutinise the Council's policies and the provision, planning, financing, management and performance of services relating to housing provided by the Council and other service providers.
- 1.2 A draft committee workplan is attached to this report (Appendix A). The committee may wish to make further suggestions or amendments to the workplan for the year ahead.

2. **CABINET FORWARD PLAN – Housing**

- 2.1 The Committee is also invited to consider what, if any, forthcoming key Cabinet decisions it wishes to look at in advance of those decisions being taken. Forward Plan items under the Committee's remit are set out at Appendix B.
- 2.2 The report on Camden's housing supply (including Community Investment Programme Small Sites and Temporary Accommodation Purchasing Programme) will be included with the annual CIP report going to the February 2024 meeting.
- 2.3 The Cabinet Member update report will not be going to the December and January (2024) round of meetings as all of the issues will be picked up in the annual Cabinet Member for Better Homes report which is going to the February meeting.

3 **PANELS**

- 3.1 The Scrutiny committee may establish a time limited, task focussed Panel. The Panel is chaired by a member of the committee and is able to request contributions and evidence about local housing services from a wider range of contributors including Partners, expert advisors and local residents. A report is made by the Panel to the Scrutiny Committee on its findings at the end of its work. Updates are provided to the Committee by the Chair of the panel whilst its work is ongoing.
- 3.2 Committee members are reminded of the constraints on Council resources at this time and have previously committed to run these Member-led panels with only limited officer support in order to ensure an efficient and cost-effective process.

4 **CO-OPTEES**

- 4.1 In addition to council members, the committee has previously decided that three co-optees should sit on the committee. These arrangements are subject to annual review.

- 4.2 The Committee / Chair is asked to consider if the recent
- 4.2 The Chair, in consultation with officers, will be seeking a new, co-opted member and will be making a recommendation to the Committee when available.

5 **ACTION TRACKER**

- 5.1 The actions arising from the last meeting (December 2023) are attached at Appendix B.

6. **COMMENTS OF THE BOROUGH SOLICITOR**

- 6.1 The Borough Solicitor has been consulted and has no comments to make on the report.

7. **COMMENTS OF THE EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

- 7.1 The Executive Director of Corporate Services has been consulted and has no comment to add.

8. **ENVIRONMENTAL IMPLICATIONS**

- 8. There are no Environmental Implications relating to this report.

DRAFT WORK PROGRAMME

**Housing Scrutiny Committee draft work programme
2023/24**

FEBRUARY 2024

- **CIP annual report**
- **Report of Cabinet Adviser: Leaseholder billing and service charges**
- **Homelessness Scrutiny Panel (provisional date)**
- **Housing's response to domestic abuse: update on progress**
- **Cabinet Member Better Homes annual report**
- **Approval of the Procurement Strategy for Water Services and Fire Protection Contracts – Cabinet report**
- **Work programme**

Yet to be programmed

- **Tenants Satisfaction Regulatory Survey, when it was available.**
- **Update reports regarding the Cabinet Adviser reports on Supporting Rough Sleepers, Estates Mission and Tenants Participation.**

APPENDIX B – HOUSING SCRUTINY COMMITTEE ACTION TRACKER (DECEMBER 2023)

Meeting	Item	Action	Action by	Status
18/12/23	Huntley Street Investigation	Officers would provide further information in relation to the Council's own picture of the number of rough sleepers and specifically the number of women identified.	Executive Director Supporting Communities	Circulated to members on 10 th January 2024
		The Council has a rough sleeping Commissioner who meets with Change Grow Live on a weekly and monthly basis where they go through established key performance indicators, which would be shared with the committee.	Executive Director Supporting Communities	Circulated to members on 10 th January 2024
		Officers would provide a briefing note regarding the way the Homelessness Partnership Forum would be taken forward. This would include the proposed terms of reference, membership (including a place for the Chair of the Housing Scrutiny Committee) and operating arrangements	Executive Director Supporting Communities	Circulated to members on 10 th January 2024
18/12/23	HRA Budget Report	Officers would provide a briefing note regarding whether tenants could be offered a pay as you go option when an individual heating system had been installed into a home, or customise existing heating system to allow for this.	Head of Capital Works	Circulated to members on 10 th January 2024

18/12/23	Housing Update	Officers would provide feedback to members of the scrutiny committee regarding the current vacancy rate in the Council's sheltered housing schemes, and if available with comparative data from other registered providers of sheltered housing.	Director of Housing	To follow
18/12/23	Capital Works Framework Procurement	Officers would provide a briefing note regarding the role DMC representatives, TRAs and residents generally could play in the tender evaluation and specific work schemes.	Head of capital Works	<p>Residents are usually involved in the scoping of projects either via existing TRAs or Leaseholder groups that are in place or via specific working group's setup on larger projects/estates. At the start of any project the works are scoped and the proposed scopes are shared with residents for comment. All residents are informed in writing and are usually invited to a meeting to discuss the works – these tend to take place in person and via Teams. Any changes that are put forward are reviewed and feedback is provided to residents regarding whether changes can be incorporated as a follow up to any comms or engagement activity.</p> <p>Once the scope of works is agreed and the works are tendered then leaseholders have the opportunity to comment on the works taking place more formally via the sec 20 process.</p> <p>With regards to the tendering of the works. We usually tender our works via our framework but in some cases the projects may be tendered off framework, it all depends on the scope of the work and whether there are suitable contractors on our framework.</p> <p>Residents/resident groups such as TRAs can be involved in the evaluation of tenders before they are</p>

				<p>awarded at the call off stage (this is more appropriate as its when we tender for works for a specific location and not borough wide or more strategically such as for the framework itself). This can be to review specific method statements, e.g. on resident liaison, and report back with comments to the evaluation panel and in some cases submit scores, but these are "advisory" only. This would need to be agreed in advance and residents would need to commit time to this activity within a set time period so not to result in any delays in mobilising the project.</p>
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