

Committee	Housing Select Committee	Item No	6
Report Title	Select Committee Work Programme		
Contributors	Scrutiny Manager		
Class	Part 1	Date	11 September 2012

1 Purpose

- 1.1 To advise Members of the select committee of the work programme for the municipal year 2012/13.

2 Summary

- 2.1 At the beginning of the municipal year, each select committee drew up a draft work programme for submission to the Business Panel for consideration.
- 2.2 The Business Panel considered the proposed work programmes of each of the select committees on 24 May 2012 and agreed a co-ordinated overview and scrutiny work programme, avoiding duplication of effort and facilitating the effective conduct of business.
- 2.3 However, the work programme is a “living document” and as such can be reviewed at each select committee meeting so that members are able to include urgent, high priority items and remove items that are no longer a priority.

3 Recommendations

- 3.1 The select committee is asked to:
- note the work programme and project plan attached at **Appendix B** and discuss any issues arising from the programme;
 - specify the information and analysis required in the report for each item on the agenda for the next meeting, based on desired outcomes, so that officers are clear on what they need to provide;
 - note the Council’s Forward Plan and Key Decisions programmed for the next four months, attached at **Appendix C**, and consider any key decisions for further scrutiny.

4. The work programme

- 4.1 The work programme for 2012/13 was agreed at the meeting of the Committee held on 4 April 2012 and considered by the Business Panel on 24 May 2012.
- 4.2 At the last meeting several changes to the work programme were agreed. The following items scheduled for the October meeting were moved to later meetings:
- Review of the housing complaints process – moved to December
 - Newham Landlord Licensing Scheme – moved to February
 - Developing Lewisham’s housing assets: upgrading existing stock – moved to March.

It was also agreed that the item on the impact of the housing benefit cap on Lewisham residents would be brought forward from the December to the October meeting as part of a larger welfare reform item, to also include information on the ‘bedroom tax’. It was previously anticipated that a budget report would be considered at the October round of Select Committee meetings. This was not available at the time of despatch and will come to a future meeting.

- 4.3 The Committee is asked to consider the work programme and consider if any urgent issues have arisen that require scrutiny and if any existing items are no longer a priority and can be removed from the work programme. Before adding additional items, each item should be considered against agreed criteria. The flow chart attached at **Appendix A** may help members decide if proposed additional items should be added to the work programme. The Committee's work programme needs to be achievable in terms of the amount of meeting time available. If the committee agrees to add additional item(s) because they are urgent and high priority, Members will need to consider which medium/low priority item(s) should be removed in order to create sufficient capacity for the new item(s).

5. The next meeting

- 5.1 The following substantive items are scheduled for the next meeting:

Agenda Item	Review Type	Priority
1. Review of housing complaints process	Standard Review	High
2. Lewisham Homes Mid-Year Review	Performance monitoring	High
3. Brockley PFI Mid-Year Review	Performance monitoring	High
4. Proposed rent and service charges increase	Standard Review	High
5. Response to referral on low cost home ownership (re: Ladywell Leisure Centre)	Referral Response	Medium

- 5.2 The Committee is asked to consider if any specific information and analysis is required for each item, based on the outcomes the Committee would like to achieve, so that officers are clear on what they need to provide for the next meeting.

5. Financial Implications

- 5.1 There is a small budget for supporting scrutiny activities where either costs cannot be contained within existing staff resources or where additional expertise is required.

6. Legal Implications

- 6.1 In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

7. Equalities Implications

- 7.1 There may be equalities implications arising from items on the work programme and all activities undertaken by the select committee will need to give due consideration to this.

8. Date of next meeting

- 8.1 The date of the next meeting is 4 December 2013.

9. Background Documents

Lewisham Council's Constitution

Centre for Public Scrutiny the Good Scrutiny Guide – a pocket guide for public scrutineers

Scrutiny work programme – prioritisation process

