

Scrutiny Standing Panel Agenda



Housing Scrutiny Standing Panel Wednesday, 23rd April, 2014

You are invited to attend the next meeting of **Housing Scrutiny Standing Panel**, which will be held at:

**Committee Room 2, Civic Offices, High Street, Epping
on Wednesday, 23rd April, 2014
at 5.00 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

Mark Jenkins (The Office of the Chief Executive)
Tel: 01992 564607 Email:
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Members:

Councillors S Murray (Chairman), Ms G Shiell (Vice-Chairman), K Avey, K Chana, Mrs R Gadsby, Ms J Hart, Mrs S Jones, Mrs J Lea, L Leonard, B Rolfe and Mrs J H Whitehouse

SUBSTITUTE NOMINATION DEADLINE:

16:00

1. APOLOGIES FOR ABSENCE

2. SUBSITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Assistant to the Chief Executive) To report the appointment of any substitute members for the meeting.

3. DECLARATION OF INTERESTS

(Assistant to the Chief Executive). To declare interests in any items on the agenda.

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an OS Committee which relates to a decision of or action by another Committee or

Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an OS meeting purely for the purpose of answering questions or providing information on such a matter.

4. NOTES OF THE LAST MEETING (Pages 5 - 12)

To agree the notes of the last meeting held by the Panel on 22 January 2014 (attached).

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 13 - 20)

(Chairman/Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference of this Panel and associated Work Programme. This is attached. The Panel are asked at each meeting to review both documents.

6. HOUSING REVENUE ACCOUNT BUSINESS PLAN KEY ACTION PLAN (2013/14) - 12 MONTH PROGRESS REPORT (Pages 21 - 34)

(Director of Communities) To consider the attached report and appendix.

7. HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN 2014/15 (Pages 35 - 146)

(Director of Communities) To consider the attached report.

8. REVIEW OF HOUSING MANAGEMENT STAFFING LEVELS - WELFARE REFORMS (Pages 147 - 150)

(Director of Communities) To consider the attached report.

9. TENANT SCRUTINY PANEL REPORT ON COMPLAINTS HANDLING IN THE HOUSING SERVICE (Pages 151 - 162)

(Director of Communities) To consider the attached report.

10. SOCIAL HOUSING FRAUD PROGRESS REPORT (Pages 163 - 168)

(Director of Communities) To consider the attached report.

11. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
12	Housing Service Strategy	7

On the Prevention of
Social Housing Fraud

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

12. HOUSING SERVICE STRATEGY ON THE PREVENTION OF SOCIAL HOUSING FRAUD (Pages 169 - 194)

(Director of Communities) To consider the attached report.

13. INCLUSION OF PUBLIC AND PRESS

To invite the public and press back into the meeting for the remaining items of business.

14. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND

SCRUTINY COMMITTEE

To consider which reports are ready to be submitted to the Overview and Scrutiny Committee at its next meeting.

15. FUTURE MEETINGS

This is the last Panel meeting of the current Council year. The next meeting will be on Tuesday 22 July 2014 at 5.30p.m. and then on the following dates, all in Committee Room 1:

- (a) Tuesday 21 October at 5.30p.m.;
- (b) Tuesday 20 January 2015 at 5.30p.m.; and
- (c) Tuesday 24 March at 5.30p.m.