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COMMUNITY SELECT COMMITTEE

Date: Tuesday, 20 June 2017

Time: 6.00pm,

Location: Shimkent Room - Daneshill House, Danestrete

Contact: Guy Moody - 01438 242332

Members: Councillors S Mead (Chair), M Notley (Vice-Chair), D Bainbridge, J Brown, E Connolly, E Harrington, J Mead, A Mitchell CC, C Saunders and G Snell

AGENDA

PART 1

1. **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

2. **TERMS OF REFERENCE**

To note the Terms of Reference of the Community Select Committee approved by Annual Council on 17 May 2017.

Terms of Reference attached 3 - 4

3. **MINUTES - 15 MARCH 2017**

To approve as a correct record the Minutes of the Committee held on Wednesday 15 March 2017.

Minutes attached 5 - 8

4. **ROUGH SLEEPERS - HOMELESSNESS**

To receive a presentation from Housing Officers regarding the present position with rough sleepers in the town centre.

5. **MONITORING OF ACTIONS FROM EXECUTIVE PORTFOLIO RESPONSE TO THE PRIVATE RENTED SECTOR SCRUTINY REVIEW**

To consider an officer update to the May 2015 Executive Member response and actions to the Private Rented Sector review recommendations.

Report attached 9 - 16

6. **COMMUNITY SELECT COMMITTEE WORK PROGRAMME AND DRAFT MEETING SCHEDULE FOR 2017-18**

To note the Community Select Committee Work Programme and meeting

schedule for 2017-18.

Report attached 17 - 22

7. URGENT PART 1 BUSINESS

To consider any Part I business accepted by the Chair as urgent

8. EXCLUSION OF PUBLIC AND PRESS

To consider the following motions:

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the ground that they involve the likely disclosure of exempt information as described in paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

9. URGENT PART II BUSINESS

To consider any Part II business accepted by the Chair as urgent

Agenda Published Monday 12 June 2017

COMMUNITY SELECT COMMITTEE

1. Membership - 10 (not Members of the Executive)
Observer – Stevenage Youth Mayor
2. Quorum - 3
3. Terms of Reference
 - 3.1 To determine a Scrutiny work programme to examine the spending, policies and administration of the Council's services within the purview of the Assistant Director (Housing and Investment) and the Assistant Director (Communities and Neighbourhood) and relationships with partners and external agencies involved with these services, together with a timetable and method of study for each topic.
 - 3.2 To determine formal recommendations in relation to scrutiny studies undertaken for reporting to the Council, Executive, other Committees, Officers and / or partner agencies as appropriate.
 - 3.3 To review the Forward Plan of Key Decisions in relation to services within the purview of the Assistant Director (Housing and Investment) and the Assistant Director (Communities and Neighbourhood), considering if it wishes to make any input to policy issues contained in the Plan and if so, how. In undertaking this work the Committee may call upon the relevant Executive Member and/or the Assistant Director to provide a briefing or take part in discussion.
 - 3.4 To act as the Council's Crime and Disorder Committee, meeting in that capacity a minimum of once each year (by including Crime and Disorder on the agenda at least once each year).
 - 3.5 To consider any policy issues within the remit of the Select Committee referred by the Executive and raising any other issues it considers appropriate.
 - 3.6 To work with the other Select Committee or the Overview & Scrutiny Committee, as appropriate when considering cross-cutting scrutiny studies and policy development when both Committees have so agreed.
 - 3.7 To consider matters referred to the Committee under the procedure for the Councillor Call for Action in relation to matters within the purview of the Assistant Director (Housing and Investment) and the Assistant Director (Communities and Neighbourhood).

- 3.8 In accordance with the Petitions Scheme, consider Petitions, Petition Reviews and interview Senior Council Officers (as requested by a Petition) in relation to matters within the purview of the Assistant Director (Housing and Investment) and the Assistant Director (Communities and Neighbourhood).
- 3.9 In conjunction with the other Select Committee and Scrutiny Overview Committee, responsibility for the on-going development of the Policy Development and Scrutiny function of the Council.
- 3.10 To report to the Executive, other committees or Council, as appropriate.

STEVENAGE BOROUGH COUNCIL

COMMUNITY SELECT COMMITTEE MINUTES

Date: Wednesday 15 March 2017

Place: Shimkent Room, Daneshill House, Danestrete, Stevenage

Present: Members: S Mead (Chair), M Notley (Vice-Chair), J Brown, E Connolly, E Harrington, J Mead, A Mitchell and G Snell

In Attendance: Councillor Richard Henry Executive Portfolio Holder
Inspector Simon Tabert, Herts Police

Start/End Time: Start Time: 6:00 pm
End Time: 7.35 pm

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillor D Bainbridge and C Saunders.

There were no declarations of interest.

2. THE SOSAFE COMMUNITY ACTION PLAN 2016/17 AND EMERGING PRIORITIES FOR 2017/18

Sarah Pateman, the Anti-Social Behaviour and Community Safety Manager and Inspector Simon Tabert, Herts Constabulary gave a presentation on the SoSafe Community Safety Action Plan including the current key crime statistics and the emerging priorities for the 2017/18 Plan.

Members received an update on the progress of the agreed priorities and the various initiatives employed. The suggested priorities for 2017/18 discussed included anti-social behaviour, safeguarding, reassurance, violent crime, information/intelligence sharing and serious/organised crime (SOC) and drugs.

Members were pleased to note that in terms of the policing profile for Stevenage, the Safer Neighbourhood Team was operating at full strength for both PCSO's and PC's. It was noted that the Police would be reviewing resources across the whole of the force at some point.

In response to a question, the Chief Executive advised that the Responsible Authorities Group (RAG) received and compared data in relation to anti-social behaviour and criminal damage with other Hertfordshire districts along with other local authorities from the designated 'family group'. He informed the Committee that the Community Safety Partnership (CSP) was focussing on understanding the drivers for this crime and was considering preventative measures.

In respect of domestic abuse, Members were advised that the issue was a Council priority. The reporting of all incidents of domestic abuse was encouraged. Officers informed the Committee that only one other CSP in the County had a lower increase of reported domestic abuse cases than Stevenage.

In relation to the figures for vehicle crime, Inspector Tabert agreed to clarify and advise Members of the most up to date figures in relation to theft of a motor vehicle, theft from a motor vehicle, motor vehicle crime and vehicle interference.

Members were pleased to note that of all Hertfordshire districts, Stevenage was at a low risk both for burglary dwellings and also for theft from a person. It was suggested that the SoSafe Logo could become more visible and used to both raise awareness and offer a sense of security. Advice could also be offered to vulnerable residents regarding the availability and use of crime deterrent products in the home such as camera doorbells and Call Guardian phone services.

In terms of thefts from shops, however, the risk level was high and had increased by 5% in 2016 when compared to the same period in 2015. Members were advised that this was partly to do with the high risk smaller neighbourhood shopping centres around the Town and also that the main town supermarkets were the target for thieves from outside of the Town who were stealing to order.

Following a discussion on anti-social behaviour, Councillor Richard Henry, Executive Portfolio Holder agreed to look into the possibility of introducing the use of body worn cameras for relevant Council staff. In response to a question, officers clarified the progress of Public Space Protection Orders and any fines that had been issued. The Committee was informed that regular patrols were taking place, signage was in place and that two fines had been issued.

In relation to the issue of drugs, Members were reassured that regular liaison with schools was happening on several levels including through the Crucial Crew Initiative with Year 7 pupils and also through Families First and children's safeguarding. Inspector Tabert advised that he was confident in the awareness of schools and the lesson planning that he had seen in schools throughout the Town.

Inspector Tabert then extended an invitation to any Member who was interested to join the Police on a drugs raid in the future. Members also expressed an interest in attending a future quarterly PSPO event.

Following a question from a Member of the Committee relating to dangerous driving and road traffic accidents, the Chief Executive advised that he would request the submission of data to the next Community Safety Partnership Meeting to enable the Partnership to identify location, volume and any other trends for these types of incidents

The Chief Executive reported that the CSP's bids for community safety funding had been unsuccessful this year and that alternative solutions would be investigated in order to ensure the continuation of the initiatives within the Plan. The ASB and Community Safety Manager advised Members that some external funding bids had been submitted. It was also noted that the team had recently secured a significant amount of funding to help address Domestic Abuse. Inspector Tabert gave assurances that the good work between the Police and the Council would continue with the resources available.

Members were pleased to note the strength of the Partnership and expressed a strong view that the Council's work with the SoSafe Partnership should continue, particularly in support of the issues identified and the drive to identify additional resources and funding streams to ensure continuation of the good work undertaken for the Town.

The Chair thanked the Anti-Social Behaviour and Community Safety Manager and Inspector Simon Tabert, Herts Constabulary for their presentation.

It was **RESOLVED** that (i) the performance of the various actions highlighted in the SoSafe Community Safety Action Plan 2016/17 is noted.

(ii) that the outcomes measured against the 2016/17 SoSafe Community Safety Action and inclusion of the priorities identified in this report for the forthcoming 2017/18 Action Plan be agreed.

It was **RESOLVED** that the report be noted.

5. URGENT PART I BUSINESS

None

6. EXCLUSION OF THE PRESS AND PUBLIC

Not required

7. URGENT PART II BUSINESS

None.

CHAIR

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Executive Member Response to the Scrutiny Review into Conditions in the Private Rented Sector

Date Recommendations agreed by Scrutiny Select Committee:

Community Select Committee, Monday 2 March 2015 (circulated 11 March 2015)

Date responses should be made by:

Executive responses should be received by 6 May 2015

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Recommendations:	Executive Response – May 2015:	Update May 2017
<p>1. That Resident Involvement Groups undertake a fresh awareness campaign, promoting a generic logo and recognisable branding for the groups as well as promoting its purpose amongst local residents (of any tenure), this could be via a news article in the Chronicle, the Council’s Residents magazine.</p> <p>Action: Matt Partridge and Strategic</p>	<p>Clarification after the meeting was requested and the following response was provided. “that residents be made aware of them (resident involvement Groups) and to have an agenda that would be relevant for them. The meetings should be open to all resident as opposed to tenants. When I was observing a housing officer she asked tenants if they attended them...a ...tenant response about resident groups was that they did not know what they were and why they might go to them.. Therefore the recommendation is to link existing</p>	<p>In March of this year Resident chairs’ group had been set up which meets on a monthly basis to discuss how they can work together and share their experiences on different projects they are working on.</p> <p>This has also meant that a more consistent Terms of Reference has been finalised for the different resident groups that we are supporting. The main emphasis has been on clearly stating the</p>

<p>Housing Officers</p>	<p>resident meetings to tenants in a more direct way – as well as to overhaul the purpose/function of the resident meetings.”</p> <p>Tenant in this context would be council tenants and not tenants that we have placed in the private rented sector.</p> <p>Housing specific groups such as the Housing Management Board, the Housing Forum, the Customer Scrutiny Panel, and the customer pool exist to enable customers of SBC social housing to meet others in the area, to improve services and discuss local issues. This also includes the leasehold forum and the supported housing forum.</p>	<p>purpose of the various groups so that any new members (both tenants and residents) are clear on what the group is trying to achieve.</p> <p>The Housing specific groups continue to work in their particular areas to improve the housing services. HMB 's comments on 3 policies/ procedures were taken to the Council's Executive, where the documents were discussed further and agreed.</p> <p>The Customer Scrutiny Panel have carried out reviews of the following services:</p> <ul style="list-style-type: none"> • Former Tenants Arrears • Customer Service Centre <p>As well as the above reviews the CSP also reviewed the outcomes of previous reviews and have recently started the Gas contract review.</p> <p>The Resident inspectors have been busy with carrying our flat block inspections and assisting with repairs surveys.</p> <p>The Disability Advisory panel has had successful outcome with respect to providing better access for wheel chair users at the Christmas light switch on event.</p>
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	<p>The resident involvement strategy has recently been published and work is starting on the “tenants leading change” agenda which seeks to look at other ways that tenants can be involved. Once an approach is agreed this will be published in the Chronicle.</p> <p>The Resident Involvement Team provide training opportunities for SBC tenants and have established the programme for 2015/16. If there is insufficient take up from interested tenants, those who the homeless team have placed in the private rented sector will be given the opportunity to attend.</p> <p>Resident Groups are advertised on the website for the following areas: Bedwell, Hertford Road and Bragbury End, Pin Green, St Nicholas and Martins wood, Roebuck and Marymead. These groups are facilitated by the housing resident involvement team.</p> <p>No further work has been undertaken at present around branding as this is subject to the tenants leading change agenda outcomes.</p>	<p>The structure of the Resident Involvement is being reviewed and a report to Executive is due in November 2017. This year we will also develop the Resident Involvement Strategy for 2018/21.</p> <p>The training is currently under review for the coming year.</p> <p>In addition to the current website, the various groups together with the Resident Involvement team will be promoting their particular groups at Stevenage Day.</p> <p>No further update.</p>
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2. That SBC endorse the work of National Landlords' Association and consider the possibility of promoting and hosting training sessions to encourage local landlords who are not associates to take up the advice and best practices regarding relationships with tenants, with the caveat that officers provide some more background information to Members on the NLA before embarking on any formal promotion or training with that group.

Action: Matt Partridge and Strategic Housing Officers

Initial meetings have taken place with the NLA about our intention to host two events in partnership with the NLA and North Herts District Council. Dates are still to be confirmed.

The DWP have also expressed an interest in attending any events.

A summary of the work the NLA do (taken from their website) is as follows:

There are now over 50 Acts of Parliament and more than 70 sets of regulations governing the private-rented sector.

This increasingly heavy regulatory burden means it is more important than ever that landlords understand the legal and regulatory environment in which they manage their lettings.

The NLA seeks a fair legal and regulatory environment for landlord and tenant, and actively lobby the government at all levels on behalf of their members. They also help ensure that members are aware of their statutory rights and responsibilities.

They support over 55,000 Members and Associates, ranging from full-time landlords with large property portfolios to those with houses-of-multiple-occupancy or with single bedroom flats.

The network of regional representatives and branches provide an important link with local authorities and our members.

Membership of the National Landlords Association offers access to a wide range of products and services with discounts and privileges that are exclusive to NLA members.

SBC has hosted two NLA led landlord forums in Daneshill House. Last month SBC attended the NLA Landlord Forum hosted by North Herts, which wasn't well attended, prompting officers to question the benefits of working with North Herts moving forward. The partnership has been set up with NLA and the landlords who have attended the forums do seem to enjoy them.

The Housing Solution Manager believes that the forums need to take a new format as the current NLA led forums do not seem to be increasing the number of landlord and properties we are getting. The same landlords seem to have been attending and where there have been new landlords they haven't signed up to our Next Step Lets Scheme.

The Housing Solution Manager proposes that SBC still works in partnership with NLA but we have more input into the agenda of forums and we push through items which will increase our access to private sector accommodation.

The new financial year has presented us with the opportunity to try out new things and quantify the impact. Remodelling our

	<p>Full Membership benefits:</p> <ul style="list-style-type: none"> • Know your rights and responsibilities • Meet fellow landlords • Gain a competitive edge • Benefit from a wide range of services • Enjoy substantial savings • Help us strengthen our voice <p>To encourage Landlords to take advantage of the services provided, we want to include this as part of our revised incentive package.</p>	<p>package/offer to landlords is something will help increase provision. Officers wish to use the next Forum to push through SBC's agenda to landlords to achieve the overall objective of getting twenty new private sector properties per quarter.</p>
<p>3. That subject to the delivery of some satisfactory training sessions with the National Landlords' Association that officers investigate the possibility of a local Accreditation Scheme and report back to Members on the feasibility of this proposal at a future meeting of the Community Select Committee in 2015.</p> <p>Action: Matt Partridge and Strategic Housing Officers</p>	<p>The outcome of this is subject to Members agreeing that we should promote the NLA, and the success of the two events referred to above.</p> <p>An accreditation duplicates the work that the NLA do. If the NLA is the preferred model, then we would not seek to set up a local accreditation scheme. It should be noted that full accreditation can be achieved through the NLA.</p> <p>Setting a scheme up would require a budget which if members wish to pursue we can include in this years' Priority Based Budgeting work which would be subject to LSPG</p>	<p>Officers ceased any consideration to accreditation of landlords. NLA members are highly likely to be NLA accredited. Therefore providing our own accreditation scheme would be duplicating what the NLA are delivering.</p>

	scrutiny.	
<p>4. That Housing Officers consider providing some awareness training to tenants on their expectations when renting a property, to educate them and avoid possible pitfalls.</p> <p>Action: Matt Partridge and Strategic Housing Officers</p>	<p>The Private Sector Co-ordinator already establishes key tenant responsibilities such as liability to pay rent, council tax and other utilities, responsibility to the landlord in reporting repairs in a timely manner.</p> <p>This service is due to expand from September, with an additional (part time) post to market our revised private sector incentive scheme to encourage new private landlords to work with us. As part of this we will review the website content and ensure that appropriate literature is available on both tenant and landlord responsibilities.</p>	<p>Tenant training is to be introduced for all tenants who are referred to the private sector team by Housing Advice Officers when they are threatened with homelessness or client in emergency accommodation who have been identified as suitable for the scheme.</p> <p>The tenant training for clients in emergency accommodation is to be delivered in the form of E-learning. Tenancy Support Officers support clients to ensure that this is done.</p> <p>For household referred to the Next Step Lets Team the tenancy training will be delivered by the Tenancy Sustainment Officer. We hope to have a full time Tenancy Sustainment Officer in place in the coming months who will provide tenancy training on a twice monthly basis, preferably in a location away from Daneshill House. This has proved to be successfully implemented in Luton and something SBC want to introduce Stevenage.</p>
<p>5. That Officers consider undertaking an awareness</p>	<p>After seeking clarification on this (as officers were concerned that positive publicity around</p>	<p>The Housing Solution Manager has met and</p>

<p>campaign regarding the extensive advice that SBC Housing Officers are able to provide to Stevenage residents for both private and social rented sector irrespective of the residents tenure.</p> <p>Action: Matt Partridge and Strategic Housing Officers</p>	<p>the work the homelessness and housing advice team provide would increase the workload to an unmanageable level) the officers were advised “a couple of case studies in the Chronicle would demonstrate how Tenants are supported. If the case studies were chosen intelligently then it would go some way to demonstrate the positives of Stevenage Housing”</p> <p>This work for tenants is carried out by the tenancy management and tenancy support functions within housing management (HRA rather than GF activity).</p> <p>Recent television exposure has highlighted the work the officers do across a range of services, and feedback has been really positive. Recent contact from the TV producers has confirmed that SBC would like to be considered for series 3 of Housing Enforcers. Officers have also been advised that Series 1 and 2 will be repeated at prime time on BBC1 – dates yet to be confirmed.</p>	<p>established a good working relationship with the Communication Team. Since the relationship has been established, Officers have used twitter to broadcast and share information such as accessing cold weather provision and published a myth busting article in December 2016 to try and manage customer expectation in relationship to social housing.</p> <p>As this platform has been established Officers will continue to liaise with the Communications Team to share valuable information via twitter/facebook and other platforms. Officers hope that when a new SBC website is set up it will allow the Housing and Homelessness Team to update content so that there is a lot of information to allow client to self-help. There is a valid concern that promoting the Housing Advice Service so publicly would lead to more calls and presentations to the Customer Service Centre so it is important to ensure that messages and information being shared with customers are informative and empower customer to make the right decisions with their housing.</p>
<p>6. That Members support the introduction of a Landlord Forum for Stevenage as detailed by the Strategic Housing Solutions</p>	<p>This is subject to the NLA work and could be duplication. Once a decision is made on the NLA Officers can investigate whether this is viable.</p>	<p>Members have offered their support to the Landlord Forum and this is now up and running.</p>

<p>Manager and would like to receive an update on the progress of this initiative at a future meeting of the Community Select Committee in 2015.</p> <p>Action: Matt Partridge and Strategic Housing Officers</p>		
<p>7. That the Committee welcome the Strategic Housing Solutions Manager offer of a feasibility study being undertaken into the local suitability of a social lettings agency and await with interest its findings, which Members would like reported to a future meeting of the Community Select Committee in 2015.</p> <p>Action: Matt Partridge and Strategic Housing Officers</p>	<p>The Strategic Housing Solutions Manager left the organisation in January. The post has yet to be recruited to.</p> <p>The HRA Business plan refers to improving the offer for Leaseholders. This piece of work is proposed to be delayed until 2016/17 (subject to agreement of the HRA business plan refresh at Exec in October 2015). The feasibility of a social Lettings agency will be incorporated in this piece of work.</p>	<p>An Interim Housing Solution Manager has been appointed in August 2016 and has discussed the possibility of setting up a Social Letting Agency with the AD for Housing and Investment.</p> <p>Both parties believe that there is scope in the next financial year for a Social Lettings Agency to be created, but do not believe that there is the right structure in place now to ensure the success of such an agency.</p> <p>AD Housing Investment has requested that the Housing Solution Manager provide a cost benefit analysis to highlight the benefits of setting up a Social Letting Agency. With the Housing Transformation in progress this will be a good opportunity to shape the service to meet the demands of our customers which include private landlords.</p>

A copy of these recommendations have been sent to the named officers for a response on behalf of the Executive.

Lead AD	AD (Communities and Neighbourhoods) Vacant
Deputy	AD Housing & Investment
Chair	Cllr Sarah Mead

Community Select Committee Scrutiny Work Programme 2017-18

Scrutiny Review items 2017/18: (Priority of potential scrutiny review items High/Medium/Low and suitability in 2017/18)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details	Comment by lead Assistant Director/Deputy	SD/AD Comment - Likelihood of being delivered in 2017/18?	Chair/ Vice-Chair Preference & Priority
Application of the Housing Allocations Policy (linked to Lettings) (High priority & suitable for scrutiny in 2017/18)	SD Matt Partridge, AD Jaine Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	Summer/Autum 2017	(i) Would require a number of meetings, to be determined – (typically this would be 4 – 6 meetings) (ii) full scope required (iv) Housing Allocations Policy, including allocations into the sheltered housing schemes and flexicare schemes as Members are keen to see how the Policy is working in practice. Re Lettings- Members could comment on the AD’s report on the work of the newly appointed Reconnection Key Worker at the end of the six month pilot.	Changes on the horizon will require the allocation scheme to be reviewed: So more to be considered than first thought in the review. It is in the work programme to be reviewed Q2/Q3 so would welcome CSC involvement in the review meetings	No further update received from AD on likelihood of being delivered.	Chair and Vice-Chair have said this is their top priority item

Scrutiny Review items 2017/18: (Priority of potential scrutiny review items High/Medium/Low and suitability in 2017/18)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details	Comment by lead Assistant Director/Deputy	SD/AD Comment - Likelihood of being delivered in 2017/18?	Chair/ Vice-Chair Preference & Priority
<u>Stevenage Leisure Limited (SLL)</u> (Low priority) Officers suggested awaiting the outcome of current contract performance review, prior to considering this further.	SD Matt Partridge, AD Communities & Neighbourhood/ Portfolio Holder for Children, Young People & Leisure, Cllr Richard Henry	<p>Subject to the conclusion of SBC/SLL discussions on the contract performance review (Likely to be concluded by July 2017) in the first instance.</p> <p>Based on the comments from the SD it will not be possible to schedule a meeting for this until the new AD is in place and has fully reviewed their brief.</p>	(i) <u>With a carefully considered scope this could be limited to a couple of meetings</u> (ii) full scope required (iv) When discussions between SBC officers and SLL are concluded on the findings of the independent consultant's report on contract cost benchmarking, Members could consider the outcomes at a Part II meeting and also look at the info requested re data on ticket/membership sales in order to seek to determine the number of local people using the facilities?		SD comment - If a further review is to take place it is suggested that the new AD leads it. We're unlikely to have the new AD in place until July / Aug 2017. Once in situ they will need time to understand the issues prior to commencing a piece of work. It is possible that a piece of work could be commenced in 17/18 but it may not be concluded by the end of March 18 subject to the breadth of the scope.	

Scrutiny Review items 2017/18: (Priority of potential scrutiny review items High/Medium/Low and suitability in 2017/18)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details	Comment by lead Assistant Director/Deputy	SD/AD Comment - Likelihood of being delivered in 2017/18?	Chair/ Vice-Chair Preference & Priority
<u>Rough Sleepers</u> (Medium priority & suitable for update in 2017/18) Page 19	SD Matt Partridge, AD Jaine Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	Scheduled for early Summer - 20 June 2017	(i) & (ii) <u>Yes, initially covered in one meeting.</u> However, following the officer update Members may wish to scope a further review in this area. (iii) This will feature as an item on the agenda of a meeting combined with other items being revisited (iv) Members will receive a report on an action plan resulting from an Exec informal away-day event on Homelessness.	The AD agreed that an update on the action plan could be provided to a meeting in June 2017.	Comment from Scrutiny Officer - as the initial commitment is just one meeting this will be delivered.	The Chair and Vice-Chair have said this is their second priority item
<u>Consultation</u> (Medium priority & suitable for update in 2017/18)	SD Matt Partridge, AD Corporate Services & Transformation Richard Protheroe, Leader of the Council With Executive Portfolio responsibility for Consultation Cllr Sharon Taylor	Time frame still unclear until the linked LGA Review on Comms. is complete, but this has been delayed again due to the General Election, the input from the	(i) SLT advised that this item be left to the O&S Committee to lead on. CSC can be kept in the loop on progress and Members will have an opportunity to take part in the Peer Review interviews.	Comment from SLT – It is recommended that the O&S Committee take the lead. See what findings come out of the LGA Peer review of Comms. which will include a reference to consultation.		

Scrutiny Review items 2017/18: (Priority of potential scrutiny review items High/Medium/Low and suitability in 2017/18)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details	Comment by lead Assistant Director/Deputy	SD/AD Comment - Likelihood of being delivered in 2017/18?	Chair/ Vice-Chair Preference & Priority
		LGA is now likely to take place in Sep/Oct 2017.				
<u>Crime & Disorder Committee</u> (High priority statutory Committee & suitable for Scrutiny in 2017/18)	SD Matt Partridge, AD Vacant, Lead Officer Sarah Pateman, Portfolio Holder for Communities (including Safer Communities) (Interim) Cllr Richard Henry	March 2018	(i) Yes, covered in one meeting (ii) No scope required (iii) Interviews with Chair of RAG, Herts Constabulary, Portfolio Holder with responsibility for Community Safety looking at past performance of the Community Safety Action Plan and future priorities		Comment from Scrutiny Officer - as the commitment is just one meeting this will be delivered.	This is a statutory item so will be delivered.
<u>Public Health</u> (High priority & suitable for Scrutiny in 2017/18)	SD Matt Partridge, AD Communities & Neighbourhood (position vacant), Sport & Wellbeing Manager, Joe Capon, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	Previously held in October in 2016 but given the work and involvement of the Director of Public Health with the Health Summit perhaps this should be scheduled for Feb/March 2018	(i) Yes, covered in one meeting (ii) No scope required (iii) Interviews with the HCC Director of Public Health, SBC Executive Portfolio Holder with responsibility for Public Health and the SD for Community.	The Stevenage Health Summit will be delivered during 17/18. Members may wish to reflect on the outcome later in the year.	Comment from Scrutiny Officer - as the commitment is just one meeting this will be delivered.	The Chair and Vice-Chair are keen for this item to be supported so will be delivered.

Monitoring of Previous Recommendations/Actions							
Scrutiny items: (Follow up in 2017/18)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Number of meetings item can be covered in?	Expectation/ Style of meeting	Scoping details (whether full scope or simple scope required)	Other details	Comment by lead Assistant Director/Deputy
<u>Private Rented Sector</u> – Consider <u>Exec Member Response</u> (Medium priority & suitable for update in 2017/18)	SD Matt Partridge, AD Jaine Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	Scheduled for first meeting in Municipal Year (20 June 2017)	<u>Yes, covered in one meeting</u>	This will feature as an item on the agenda of a meeting combined with other items being revisited	Not applicable	Opportunity for Members to consider Exec Member response	No comment received from AD/Deputy
<u>Damp & Mould</u> – <u>Revisit Recommendations & Exec Member Response 1 year after implementation</u> (Medium priority & suitable for update in 2017/18)	SD Matt Partridge, AD Jaine Cresser, Portfolio Holder for Housing Health & Older People Cllr Jeannette Thomas	March 2018	<u>Yes, covered in one meeting</u>	This will feature as an item on the agenda of a meeting combined with other items being revisited	Not applicable	Opportunity for Members to consider Exec Member response	No comment received from AD/Deputy

Policy Development Items:	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Number of meetings item can be covered in?	Expectation/ Style of meeting	Scoping details (whether full scope or simple scope)	Other details	Comment by lead Assistant Director/ Deputy
Sheltered Housing	SD Matt Partridge / AD J Cresser/ Janet Hagger, Portfolio for Housing Health & Older People Cllr J Thomas	Autumn/Winter 2017/18	Ideally one meeting	Ditto above	For AD to determine	Ditto above	Subject to the service charge review and outcomes of supported housing funding consultation