

BOLSOVER DISTRICT COUNCIL

SCRUTINY PROJECT MANAGEMENT – REVIEW SCOPE

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| NAME OF COMMITTEE: | Customer Services Scrutiny Committee |
| SUBJECT TO BE REVIEWED: | Review of Council-owned Adapted Accommodation |
| REASON(S) FOR THE REVIEW: | Report submitted to Executive calling for Scrutiny to consider a review of our existing supply, allocation and management of properties, particularly in relation to family accommodation. |
| IDENTIFY APPROPRIATE CORPORATE PLAN AIMS, PRIORITIES AND TARGETS: | <p>CORPORATE PLAN AIM – Customers – providing excellent services</p> <p>Economy</p> <p>PRIORITIES –</p> <ul style="list-style-type: none"> ○ <i>Providing good quality council housing where people choose to live</i> <p>TARGETS – Delivery of an efficient and effective service will support: CUS.08 - Maintain high levels of tenant satisfaction with council housing and associated services</p> |
| DIRECTORATE/SERVICES INVOLVED: | <p>Directorate – Resources Services – Housing Management & Enforcement</p> <p>Directorate – Strategy and Development Services – Property Services & Housing Repairs; Governance</p> |
| AIMS AND OBJECTIVES OF REVIEW: | <p>Aim: To ensure that the Council has adequate plans and processes in place to maintain the required level of adapted accommodation for both individuals and families</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Review of current policies and procedures • Completion of an analysis of existing adapted stock inc. family-sized stock |

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| | <ul style="list-style-type: none"> • Assessment of demand against demographic profile of area. • Assessment of current principles defining categorisation of stock as a 'disabled adapted property' |
| KEY ISSUES: | <ul style="list-style-type: none"> • Ensuring new supply through design and location of new stock – Bolsover Homes • Location of existing stock across District • Use of Housing management Officer information when assessing applications • Existing approach for property categorisation • Process for assessing demand/future demand • Current cross-team working |
| METHOD(S) OF REVIEW: | <p>Document review of existing policies and procedures Briefings by Officers at Committee/Informal Committee Attendance at Officer meetings</p> |
| IMPLICATIONS: (legislative, regulatory, etc) | <p>Housing Act 1985 – definition of a disabled adapted property and exemption from Right to Buy Right to Buy legislation and MHCLG guidance (April 2021)</p> |
| DOCUMENTARY EVIDENCE: (Internal/External) | <p>List of existing adapted properties and mapping across District List of applications over last 2-3 years List of current planned additions to stock – inc.mapping Previous Committee reports Current policies and procedures including property categorisation.</p> |
| STAKEHOLDERS: | <p>*RELEVANT PORTFOLIO HOLDER MUST BE INVOLVED IN THE REVIEW Portfolio Holder – Housing Executive Director of Strategy and Development Executive Director of Resources Assistant Director of Housing management & Enforcement Assistant Director of Property Services & Housing Repairs Solicitor to the Council and Assistant Director of Governance Housing Officers Existing and prospective Council tenants</p> |
| CONSULTATION/ RESEARCH: | <p>Review of legal challenges to Right to Buy exemptions</p> |
| SITE VISITS: | <p>Attendance at Officer meeting</p> |

| TIMESCALE | ESTIMATED | REVISED | ACTUAL |
|--|------------------|----------------|---------------|
| Commencement | September 2021 | | |
| Interim Report/ Recommendations | February 2022 | | |
| Finish (Report to Committee) | March – May 2022 | | |
| Report to Executive | April-June 2022 | | |

SCRUTINY REVIEW OUTCOMES

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| CONCLUSIONS: | |
| RECOMMENDATIONS: | |
| DRAFT REPORT SENT TO DIRECTOR & ANY RELEVANT OFFICERS FOR COMMENT: | *DATE AND OFFICERS RESPONDING |
| DATE DRAFT REPORT CONSIDERED BY PORTFOLIO HOLDER: | |
| DATE SIGNED OFF BY COMMITTEE/CHAIR: | |
| DATE CONSIDERED BY EXECUTIVE: | |
| DATE OF EXECUTIVE RESPONSE TO COMMITTEE: | |
| POST-SCRUTINY MONITORING PERIOD: | |
| DATE OF EVALUATION OF PROCESS: | |