

Report

9

Report to:	Housing and Technical Resources Committee
Date of Meeting:	13 December 2017
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Policy and Strategy Review Schedule
----------	--

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ request approval for the policy and strategy review schedule for Housing and Technical Resources

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the policy and strategy review schedule attached as Appendix 1, be approved; and
- (3) that the outcome of policy and strategy reviews be reported to future Committees in line with the schedule.

3. Background

- 3.1. To support ongoing and systematic service improvement, a formal policy review schedule was approved by Committee in October 2011 and updated regularly with the last update to Committee on 16 May 2016.
- 3.2. The policy review schedule assists annual service planning by providing a clear timeframe for the formal review of all key housing policies. The review schedule also enables the annual work plan for tenant/customer involvement to be prepared and thereby provides a basis for the Council to ensure that its statutory obligations for engagement with service users about policy matters are delivered.
- 3.3. The updated schedule also reflects changes in the local and national policy context, including legislative and regulatory changes.

4. Outline of the Policy and Strategy Review Schedule

4.1. The policy and strategy review schedule (Appendix 1) sets out:-

- ◆ details of the policy and strategy
- ◆ the review frequency
- ◆ when the review is scheduled to take place

4.2. As part of the policy review process, the associated procedures and protocols which give effect to the policy and support the delivery of relevant services are also considered and reviewed as appropriate. This ensures that scope for service improvements are also considered as part of the review process.

4.3. The scope of the policy areas covered by the schedule is consistent with the key service areas which are considered by the Scottish Housing Regulator's regulatory framework. In summary these are:-

- ◆ allocation of housing
- ◆ income maximisation and rent arrears
- ◆ tenancy and estate management services
- ◆ repairs, maintenance and improvement
- ◆ gypsy travellers
- ◆ tenant participation
- ◆ homelessness

4.4. In addition to the policy areas, noted in paragraph 4.3, the review also incorporates key housing and other strategies which the Resource has lead responsibility for within the Council.

5. Next Steps

5.1. The schedule will be used to inform the development of Resource and Service Plans on an annual basis. As part of the current arrangements for working with tenants and other service users, the schedule will also provide a basis for updating and setting the annual plan for tenant and also service user engagement activities.

5.2. The proposed frequency of review is considered appropriate to the individual policy or strategy area, with the period reflecting the nature of the policy area. In some circumstances linked to legislative and regulatory changes, there may be a requirement for policy areas to be revised within a scheduled period. An updated schedule will be presented to Committee on an annual basis which will advise of progress and any amendments to the schedule.

5.3. Committee will continue to be updated fully and separately in relation to the development of the specific policies and strategies contained within the schedule.

6. Financial Implications

6.1. There are no financial implications.

7. Employee Implications

7.1. There are no employee implications.

8. Other Implications

8.1. There are no other implications for sustainability or risk in terms of the proposals contained in the report.

9. Equality Impact Assessment and Consultation Arrangements

9.1. On an ongoing basis discussions have taken place with tenants representatives on the future programme for tenant engagement. These discussions are reflected in the proposed schedule. The schedule provides a basis for discussion with tenants and other service users to facilitate the planning of future service user engagement.

9.2. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

Daniel Lowe

Executive Director (Housing and Technical Resources)

16 November 2017

Link(s) to Council Objectives/Values

- ◆ Improve the quality, access and availability of housing

Previous References

- ◆ Housing and Technical Resources Committee, 18 May 2016

List of Background Papers

- ◆ None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Annette Finnan, Head of Housing Services

Ext: 5611 (Tel: 01698 455611)

E-mail: annette.finnan@southlanarkshire.gov.uk

Policy and Strategy Review Schedule

	Strategy/Policy	Review Frequency	Date of Next Review	Comments
1.	Customer Involvement Strategy	5 yearly	2023/24	Review of current strategy underway and subject to pre consultation. Revised CIS Strategy to be presented to Housing and Technical Resources Committee - 23 May 2018
2.	Repairs Policy	5 yearly	2023/24	Review of current policy is underway and subject to pre consultation. To be presented to Housing and Technical Resources Committee - 23 May 2018
3.	Housing Allocation Policy (including Sheltered Housing Allocation Policy)	5 yearly	2018/19	Review of current policy is underway linking to Health and Social Care Strategic Commissioning Plan and Housing Options for older people. Local Letting targets subject to Committee approval on an annual basis
4.	Tenancy and Estate Management Policy	5 yearly	2018/19	
5.	Homelessness Policy	5 yearly	2018/19	
6.	Gypsy/Travellers Pitch Allocation Policy	6 yearly	2018/19	
7.	Home Improve / Scheme of Assistance Grants	5 yearly	2018/19	
8.	Rent Arrears Policy	5 yearly	2019/20	
9.	Local Housing Strategy	5 yearly	2022/23	