

Report

Report to:	Housing and Technical Resources Committee
Date of Meeting:	17 February 2021
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Policy and Strategy Review Schedule
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ seek 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 at Appendix 1, be approved; and
- (2) 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 processes, a formal policy and strategy review schedule was established in October 2011. This schedule is reviewed on an annual basis and reported to Housing and Technical Resources Committee. The last update to Committee was on 5 February 2020.
- 3.2. The policy and strategy review schedule assists annual service planning by providing a clear timeframe for the formal review of all key housing policies and strategies. The review schedule also informs the development of the annual work plan for customer involvement and thereby provides a basis for the council to ensure that its statutory obligations, in relation to engagement with service users on policy matters, are delivered.
- 3.3. This report seeks approval for an updated policy and strategy review schedule. The updated schedule also reflects changes in the local and national policy context, including legislative and regulatory changes. The proposed schedule also reflects revisions which have been necessary due to reviews scheduled to take place during 2020/2021 being postponed as a result of the impact of COVID-19 restrictions.

4. Outline of the Policy and Strategy Review Schedule

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

- ◆ details of housing policies and strategies
- ◆ the frequency of reviews
- ◆ when the reviews are scheduled to take place

- 4.2. As part of the policy and strategy review process, the associated procedures and protocols which 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/strategy areas covered by the schedule is consistent with the key service areas identified by the Scottish Housing Regulator's regulatory framework. In summary these are:-
- ◆ allocation of housing
 - ◆ rent management
 - ◆ tenancy and estate management services
 - ◆ repairs, maintenance and improvement
 - ◆ services provided at council Gypsy/Traveller sites
 - ◆ tenant participation
 - ◆ homelessness
- 4.4. In addition to the 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 inform the next round of Resource and Service Plans for 2022/2023 and will be used to establish a joint programme for customer engagement.
- 5.2. The proposed frequency of review is considered appropriate to the individual policy or strategy area. In some circumstances, linked to legislative or regulatory changes, there may be a requirement for a policy or strategy 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. Employee Implications

- 6.1. There are no employee implications associated with this report.

7. Financial Implications

- 7.1. There are no financial implications associated with this report.

8. Climate Change, Sustainability and Environmental Implications

- 8.1. This report does not introduce a new policy, function or strategy which impacts on the natural environment, climate change or sustainability.
- 8.2. 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 strategic environmental assessment is required.

9. Other Implications

- 9.1. The content of this report will contribute to the evidence to support the requirements of the Annual Assurance Statements.

10. Equality Impact Assessment and Consultation Arrangements

10.1. On an ongoing basis, discussions take place with customer representatives on the future programme for customer engagement. These discussions are reflected in the proposed schedule. The schedule provides a basis for discussion with customers and other service users to facilitate planning for future service delivery.

10.2 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)

6 January 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Improve the quality, access and availability of housing
- ◆ Work with communities and partners to promote high quality, thriving and sustainable communities

Previous References

- ◆ Housing and Technical Resources Committee, 5 February 2020

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: 5621 (Tel: 01698 455621)

Email: annette.finnan@southlanarkshire.gov.uk

Appendix 1: Policy and Strategy Review Schedule (Revised February 2021)

Strategy and Policy		Review frequency	Date of next review
1.	Rapid Rehousing Transition Plan	5 yearly	2023/24
2.	Strategic Housing Investment Plan (SHIP)	Annually	2021/22
3.	Local Housing Strategy	5 yearly	2021/22
4.	Customer Involvement Strategy	4 yearly	2022/23
5.	Home Improve/Scheme of Assistance Grants	5 yearly	2021/22
6.	Rent Management Policy	5 yearly	2024/25
7.	Gypsy/Travellers Pitch Allocation Policy	5 yearly	2024/25
8.	Tenancy and Estate Management Policy	5 yearly	2022/23
9.	Anti-social Behaviour Policy	5 yearly	2021/22
10.	Anti-social Behaviour Strategy	5 yearly	2023/24
11.	Housing Repairs Policy	5 yearly	2023/24
12.	Housing Allocation Policy	5 yearly	2024/25