

Planning the scrutiny review

(Use this form to plan the work of a Task & Finish Group)

Ref SR024: Private Sector Housing

Strategy

<p>Purpose of Review Specify exactly what the Scrutiny Review should achieve and refer where possible to VFM issues of service cost, service performance and/or customer satisfaction.</p>	<ul style="list-style-type: none"> Request from the Portfolio Holder for Planning and Housing To contribute to the production of the Private Sector Housing Strategy which links to the Cherwell Housing Strategy 2005 – 2011 It provides an opportunity for Member involvement in policy development from the outset
<p>Indicators of Success What factors/outcomes will demonstrate that this Scrutiny Review has been a success.</p>	<ul style="list-style-type: none"> Adoption and implementation of the Private Sector Housing Strategy by Council in November 2009
<p>Methodology/ Approach What types of enquiry will be used to gather evidence</p>	<ul style="list-style-type: none"> Task and Finish Group members to participate in the work of the topic review groups and feedback to the Task and Finish Group. The approach adopted by each topic review group will be determined by the issues each respective topic review group chooses to address The Task and Finish Group will be represented on the Private Sector Housing Strategy Steering Group by 2/3 members (see annex 1b for the Steering Group draft Terms of Reference)
<p>Target body for Recommendations Executive, Council, Other/Partners</p>	<ul style="list-style-type: none"> Private Sector Housing Strategy Steering Group Executive Council
<p>Key dates Identify key meeting dates and any deadlines for reports or decisions</p>	<ul style="list-style-type: none"> These are linked to the Private Sector Housing Strategy project plan (see annex 1c) End April 2009 – first meeting of Task and Finish Panel to: <ul style="list-style-type: none"> Appoint Chairman Establish terms of reference Agree work programme and representation on the topic review groups and Steering Group Receive briefing from Housing officers May 2009 – First meeting of the Steering Group May – October 2009 – development of the strategy through topic review groups (see annex 1c for detail) October 2009 – final meeting of the Task and Finish Group to sign off the draft strategy before it goes to the Executive November 2009 – formal adoption of the Strategy by elected Members

<p>Risks Identify any weaknesses and barriers to success</p>	<ul style="list-style-type: none"> • Resource constraints of the Task and Finish Group members • Slippages in the project plan timetable (outside the control of the Task and Finish Group) • Appropriate budgets for delivery not being available (outside the control of the Task and Finish Group)
<p>Witnesses/ Experts/ Site Visits Who, why and when</p>	<ul style="list-style-type: none"> • Wide consultation with partners i.e. Registered Social Landlords, housing associations, private landlords, tenants, as appropriate for the issues and options being addressed by the respective topic review groups
<p>Publicity & Media Do we need to publicise the review to encourage community involvement? what sort of media coverage do we want? Fliers, leaflets, radio broadcast, press-release, etc.</p>	<ul style="list-style-type: none"> • Will this review be subject to a press embargo? No • To be determined by the Private Sector Housing Strategy Steering Group
<p>Resources & Budget</p> <ul style="list-style-type: none"> • specialist staff • external support • consultation • research 	<ul style="list-style-type: none"> • Resource allocation driven by the Private Sector Housing Strategy Steering Group

<p>Completed by: Natasha Clark</p>	<p>Date: 30 March 2009</p>
<p>Approved by Overview and Scrutiny Committee:</p>	<p>Date: 07 April 2009</p>