

## **SCRUTINY REVIEW INITIATION DOCUMENT (SID)**

Review: Capital Programming

Scrutiny Review Committee: Housing Scrutiny Committee

Director leading the review: Simon Kwong

Lead Officers: Christine Short and Damian Dempsey

Overall aim: To investigate how contractors are selected; to look at opportunities for using local labour; to explore who determines what works are undertaken.

Objectives of the review:

- To identify the different types of capital works carried out
- To evaluate how the Council's capital works contractors are procured
- To consider the costs associated with the capital works programme
- To measure the satisfaction of residents with capital programming
- To consider how works are planned, prioritised, and communicated to residents
- To consider if capital works can be used to drive local employment
- To identify any areas for improvement

How is the review to be carried out:

Scope of the Review

The review will focus on:

### 1. Capital Works

- The types of capital works carried out
- Planning processes and asset management data base
- How capital works are prioritised
- Who determines what works are undertaken

### 2. Procurement of Contractors

- Procurement processes
- Types of contract available

### 3. Local Labour

- Conditions contained within contract
- How much local labour is currently used
- Other options available to encourage this

Types of evidence:

1. Documentary evidence including
  - Contextual report/presentation
  - Service policies and strategies
  - Service evaluations and performance indicators
2. Witness evidence including
  - Officer presentations
  - Representatives of the Council's capital works contractors
  - The views of tenants and leaseholders

Additional Information:

Programme

Key output:	To be submitted to Committee on:
1. Scrutiny Initiation Document	13 July 2015
2. Draft Recommendations	18 January 2016
3. Final Report	26 February 2016