

Housing Scrutiny Committee 2015/16

Capital Programming – Witness Evidence Plan

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

7 September 2015		
Who / What	Organisation / Purpose	Other key information
Damian Dempsey, Group Leader, Quantity Surveyors – Report / Presentation	Report providing introductory information on several areas set out in the SID.	To include: <ul style="list-style-type: none"> • the different types of work carried out, • how capital works contractors are procured, • the roles of the council acting as a client and a delivery team, • how works are communicated to tenants and leaseholders, • the overall costs of the service.
Guarantee policies and other written evidence	Providing information on the guarantees received on capital works, roofs, windows, cavity wall insulation, etc.	
Key performance indicator data	To provide the Committee with the latest performance indicator data; to discuss the usefulness of this data; and to consider how the performance of the service can be best evaluated.	To include the known levels of local employment used by the capital works contractors, in accordance with SID.

8 October 2015		
Who / What	Organisation / Purpose	Other key information
Tenants and leaseholders	To inform the Committee of their views on capital programming. In particular, how works are planned, prioritised and communicated.	Tenants and leaseholders to be contacted through the Council's Resident Engagement Team. Written evidence to be requested in advance of the meeting.
Ward councillors		
Kevin Byrne, Housing Investment Manager and Aiden Stapleton, Consultation & Asset Manager – Report / Presentation	To advise the Committee on how the Council's housing assets are managed and how capital works are planned and prioritised.	
TBC	To provide any further information requested by the Committee at the previous meeting.	

16 November 2015

Who / What	Organisation / Purpose	Other key information
Representatives of the Council's capital works contractors	Mears Projects and Breyer Group. To provide the Committee with the contractor's perspective of the Council's capital programming.	Contractors may be able to compare their experiences of working with other local authorities, the different types of contract they carry out, further information on their use of local labour, and their own planning, prioritisation and communication processes.
Benchmarking information	To make comparisons with the capital works programmes of other local authorities and housing providers.	

Site visit:

Members may wish to carry out a visit to a capital works site. Further details of a potential visit will be provided in due course.

Key dates:

Draft recommendations: 18 January 2016

Final report: 29 February 2016