

## 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.

<b>7 September 2015</b>		
<b>Who / What</b>	<b>Organisation / Purpose</b>	<b>Other key information</b>
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"> <li>• the different types of work carried out,</li> <li>• how capital works contractors are procured,</li> <li>• the roles of the council acting as a client and a delivery team,</li> <li>• how works are communicated to tenants and leaseholders,</li> <li>• the overall costs of the service.</li> </ul>
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.

<b>8 October 2015</b>		
<b>Who / What</b>	<b>Organisation / Purpose</b>	<b>Other key information</b>
Tenants and leaseholders	To inform the Committee of their views on capital programming. In particular, how works are planned, prioritised and communicated.	The views of tenants and leaseholders to be received through – <ul style="list-style-type: none"> <li>• Residents' Improvement Taskforce Major Works Consultation (January 2014) and up-to-date action plan.</li> <li>• Results of major works telephone survey (September 2015).</li> <li>• Summaries of ward councillor case work.</li> </ul>
Ward councillors		
Andrew Hunter, Programme Manager (Housing Investment) 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.	

Updated key performance indicator data	To provide the Committee with the updated 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.
Building inflation data	To provide a general overview of inflation in the building trade, and how this has increased since the capital works contracts were let in 2010.	

<b>16 November 2015</b>		
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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.

**Key dates:**

Draft recommendations: 18 January 2016

Final report: 29 February 2016