

MUNICIPAL YEAR 2019/2020 - REPORT NO. 61

MEETING TITLE AND DATE /

Council:
18 September 2019

REPORT OF: Joanne Drew
Director of Housing & Regeneration

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Agenda - Part: 1	Item: 13
Subject: Housing Board – Revised Terms of Reference	
Key Decision No: None	
Cabinet Member consulted:	
Councillor Needs	

1. EXECUTIVE SUMMARY

- This report proposes changing the Housing Board to a new group called the Housing Advisory Group.
- The purpose of this group is to act as a sounding board on housing issues for the Director of Housing & Regeneration by working alongside residents for which we have a housing responsibility. It is a Group, which can provide feedback to officers on the development of strategy, policy and service delivery issues and can make recommendations as appropriate to Cabinet and Cabinet Members. It will ensure that residents have a role in advising on housing policy and performance issues

2. RECOMMENDATIONS

- 2.1 Member and Democratic Services Group (MDSG) recommends the revised Housing Advisory Group terms of reference to Council for approval.

3. BACKGROUND

- 3.1 The Terms of Reference have been widened to better reflect the wider Housing remit, i.e. will include issues on Homelessness and Temporary Accommodation which enables the group to consider wider policy issues.
- 3.2 Terms of Reference are attached as Appendix 1 and have been updated following comments from Housing Board members.
- 3.3 It should be noted that, once agreed, the Terms of Reference will need to be submitted to Members and Democratic Services Group then Full Council for approval as it's a change to the council's constitution.

4.0 Operation of the Group

- 4.1 The group will meet a minimum of six times a year with two of the meetings being led by Customer Voice on issues that specifically affects this service. These meetings agenda will be set by Customer Voice and will reflect their workplan.
- 4.2 Additional meetings will be arranged as required to discuss specific pieces of work such as the Housing Strategy and budgets.
- 4.3 Agendas and papers for this Private meeting will be circulated 5 working days prior to each meeting. Minutes and action points from each meeting will be recorded and circulated to all members of the group within ten days of the meeting date and will be reviewed at the beginning of each meeting.

5.0 Membership

- 5.1 The current Housing Board membership agreed at a meeting in June 15 confirmed the following:
 - That the number of resident members on the Housing Board should be three tenants and one leaseholder and that there should be two independent members of the Housing Board
 - That the resident members should be nominated by the Customer Voice, using a process agreed by them, and that the independent members should be recruited via advertisement and interview
 - That the Board should be chaired by the Cabinet Member for Housing, and membership will include the Opposition Lead for Housing.

5.2 Membership proposal for the Housing Advisory Group is;

- That membership of the Housing Board is initially transferred to the Housing Advisory Group.
- That the number of resident members on the Housing Advisory Group should include:
 - 4 Council tenants
 - 2 Council leaseholders
 - 1 Housing Gateway tenant
 - 3 Residents in temporary accommodation
 - 2 Residents with experience of our homelessness prevention service and private rented sector
 - An Independent representative

5.3 Members will be recruited through an advertised selection process meeting an agreed criteria. The Housing Advisory Group can invite/co-opt other relevant individuals, organisation representatives or experts to assist with its activities as appropriate.

- That the Group will be chaired by the Cabinet Member for Social Housing and membership will include the Opposition Lead for Housing

6.0 Sub- Groups

6.1 It is proposed that there will no longer be regular Housing Board sub-groups, but individual meetings will be held to consider individual projects and budgets.

7.0 Governance Process

7.1 Consultation with Member and Democratic Services Group, then full Council for approval.

8.0 Review Process

8.1 Appointments will be made every three years and the Terms of Reference reviewed on an annual basis.

9. ALTERNATIVE OPTIONS CONSIDERED

The revised terms of reference are considered preferable to continuing with the current format and gives a greater understanding of issues that affect all forms of Housing.

10. REASONS FOR RECOMMENDATIONS

The Terms of Reference have been widened to better reflect the wider Housing remit, i.e. will include issues on Homelessness and Temporary Accommodation which enables the group to consider wider policy issues.

11.0 COMMENTS OF OTHER DEPARTMENTS

11.1 Financial Implications

There are no financial implications arising from the recommendations contained within this report.

11.2 Legal Implications

Any Governance issues have been addressed in the body of the report.

12. KEY RISKS

The review of the terms of reference is timely to ensure they meet the requirements of tenants and the service.

13. EQUALITIES IMPACT IMPLICATIONS

The proposals within the terms of reference will help to ensure fair representation from tenant groups. The proposals have not been subject to a detailed equalities impact assessment.

14. IMPACT ON COUNCIL PRIORITIES

14.1 Good homes in well-connected neighbourhoods

14.2 Sustain strong and healthy communities

14.3 Build our local economy to create a thriving place

The revised Terms of Reference will have a positive impact on residents' participation and the council's link with local communities and members' representational role.

15. PERFORMANCE MANAGEMENT IMPLICATIONS

None identified

16. PUBLIC HEALTH IMPLICATIONS

None identified

Background Papers: None