

TERMS OF REFERENCE - STANDING PANEL

Title: Housing

Status: Standing Panel

Terms of Reference:

(1) To undertake reviews of public and private sector housing policies on behalf of the Overview and Scrutiny Committee, Housing Portfolio Holder or Head of Housing Services and to make any recommendations arising from such reviews to the Housing Portfolio Holder or Cabinet as appropriate.

(2) To undertake specific projects related to public and private sector housing issues, as directed by the Overview and Scrutiny Committee, and to make any recommendations arising from such reviews to the Housing Portfolio Holder or Cabinet as appropriate.

(3) To consider and provide comments to the Housing Portfolio Holder on the following matters, prior to consideration by the Cabinet:

- (i) Draft Housing Strategy (to be adopted by full Council in accordance with the Council's Constitution)
- (ii) Draft Private Sector Housing Strategy
- (iii) Draft Private Sector Housing Grants Policy
- (iv) Annual Review of the Housing Allocations Scheme
- (v) Annual Review of Housing-Related Fees and Charges

(4) To consider and provide comments to the Housing Portfolio Holder on draft versions of the following documents:

- (i) Housing Revenue Account (HRA) Business Plan
- (ii) Local Supporting People Strategy
- (iii) Housing Service Strategies

(5) To undertake the Annual Ethnic Monitoring Review of Housing Applicants and Housing Allocations, in accordance with the Code of Practice in Rented Housing.

(6) To monitor progress with the actions plans contained in the following documents, on a six-monthly basis:

- (i) Housing Strategy
- (ii) Local Supporting People Strategy
- (iii) Private Sector Housing Strategy
- (iv) Housing Services Development Plan

(7) To consider the Housing Portfolio Holder's draft response to any consultation papers relating to public or private sector housing that the Housing Portfolio Holder considers warrants a response from the Council.

Work Programme 2005/6

Item	Priority	Report Deadline
(1) Annual Ethnic Monitoring Review of Housing Applicants	High	July 2005
(2) Updated draft Housing Service Strategies on Older People and Housing Management	Medium	July 2005
(3) Updated draft Housing Strategy	High	Sept 2005
(4) Implementation of Choice Based Lettings	Medium	First Report – Sept 2005
(5) Annual Review of the Housing Allocations Scheme	Medium	Sept 2005
(6) Six-monthly Progress Report on Local Supporting People Strategy Action Plan	Medium	Sept 2005
(7) Six-monthly Progress Report on Housing Services Development Plan Action Plan	Medium	Sept 2005 and March 2006
(8) Annual Review of Housing-Related Fees and Charges	High	Nov 2005
(9) Report on Findings of Private Sector House Condition Survey	Medium	Dec 2005
(10) Updated draft HRA Business Plan	Medium	March 2006
(11) Updated draft Local Supporting People Strategy	High	March 2006
(12) Six-monthly Progress Report on Housing Strategy Action Plan	Medium	March 2006
(13) Draft Private Sector Housing Assistance Policy	High	March 2006
(14) Initiatives for Reducing the Number of Empty Properties in the Private Sector	Low	March 2006

Chairman: Cllr Stephen Murray