

**HOMES & COMMUNITIES COMMITTEE**  
**14 SEPTEMBER 2020**

**HOUSING ADVISORY GROUP TERMS OF REFERENCE**

**1.0 Purpose of Report**

1.1 This report seeks the Committee's approval for the terms of reference for the housing advisory group.

**2.0 Background Information**

2.1 Following the transfer of the housing service into the Council on 1 February 2020, the Homes & Communities Committee has responsibility for the quality of tenants' homes and the services they receive. It also has responsibility for ensuring legal and regulatory compliance, including relating to health and safety compliance.

2.2 The Committee is committed to taking into account the views of tenants and other customers as it fulfils its responsibilities. It is also committed to enabling tenants to hold it to account for the quality of their homes and the services they receive.

2.3 At its last meeting, the Committee agreed to undertake a full review of tenant involvement and engagement. Whilst this takes place, the Committee agreed to establish the housing advisory group as an interim arrangement.

2.4 Set out below are the proposed terms of reference for the housing advisory group. These were discussed by members of the group at its first meeting on 25 February and when the housing advisory group was reformed on 31 July 2020.

**3.0 Equalities Implications**

3.1 There are no direct equalities implications which arise from this report.

**4.0 Financial Implications**

4.1 There are no financial implications which arise from this report.

**5.0 Community Plan – Alignment to Objectives**

5.1 The housing advisory group will assist the Committee in the delivery of several of the objectives of the Community Plan 2019-23.

## **6.0 Comments of Director**

6.1 These terms of reference enable the housing advisory group to contribute to the Committee's oversight of housing services whilst the review of tenant involvement and engagement takes place.

## **7.0 RECOMMENDATION**

**To approve the terms of reference for the housing advisory group.**

### **Reason for Recommendation(s)**

**To confirm the remit of the housing advisory group.**

### **Background Papers**

Terms of reference for the housing advisory group.

For further information please contact Suzanne Shead on 07515 112732

Suzanne Shead  
Director – Housing, Health and Wellbeing

**TERMS OF REFERENCE**

**1.0 Remit**

- 1.1 Following the transfer of the housing service into the Council on 1 February 2020, the Homes & Communities Committee has responsibility for the quality of tenants' homes and the services they receive. It also has responsibility for ensuring legal and regulatory compliance, including relating to health and safety compliance.
- 1.2 The Committee is committed to taking into account the views of tenants and other customers as it fulfils its responsibilities. It is also committed to enabling tenants to hold it to account for the quality of their homes and the services they receive. As a full review of tenant involvement and engagement has been commissioned, the Committee has put in place the Housing Advisory Group as an interim arrangement.
- 1.3 The role of the Housing Advisory Group is to create an informal forum through which the comments/views of the tenant representatives can be heard about a range of tenant-related matters and then be incorporated into the consideration of these items by the Homes & Communities Committee.

**2.0 Duration and Procedures**

- 2.1 The Housing Advisory Group will meet regularly and the meetings should be coordinated with those of the Homes & Communities Committee.
- 2.2 The Housing Advisory Group does not have any delegated authority or decision making powers. It will cease following the implementation of the outcomes of the review of tenant involvement and engagement.

**3.0 Membership**

- 3.1 Membership will comprise the Chairman or Vice Chairman of the Homes & Communities Committee, the three NSH tenant board members, three Committee Members and senior housing officers ie:

- Michael Frettsome (NSH Tenant Board member)
- Patricia Jarvis (NSH Tenant Board member)
- Susan Murphy (NSH Tenant Board member)
- Councillor Tim Wendels (Chairman) – Chair of housing advisory group
- Councillor Rhona Holloway (Vice-Chairman) – Vice chair of housing advisory group
- Councillor Kathleen Arnold
- Councillor Irene Brown
- Councillor Michael Brown
- Suzanne Shead – Director of Housing, Health & Wellbeing