



RUSHMOOR BOROUGH COUNCIL

COMMUNITY POLICY AND REVIEW PANEL

*at the Council Offices, Farnborough on
Thursday, 15th September, 2016 at 7.00 pm*

To:

Cllr M.D. Smith (Chairman)
Cllr M.S. Choudhary (Vice-Chairman)

Cllr R. Cooper
Cllr Jennifer Evans
Cllr A. Jackman
Cllr S.J. Masterson
Cllr J.J. Preece
Cllr P.F. Rust
Cllr J.E. Woolley

Enquiries regarding this agenda should be referred to the Lauren Harvey,
Democratic and Customer Services, 01252 398827
lauren.harvey@rushmoor.gov.uk.

A G E N D A

1. **MINUTES – (Pages 1 - 4)**

To confirm the Minutes of the Meeting held on 9th June, 2016 (copy attached).

2. **PROPOSED MERGER - FIRST WESSEX AND SENTINEL HOUSING ASSOCIATION –**

Peter Walters, Chief Executive of First Wessex, will be attending the meeting to discuss the proposed merger between the two housing associations.

3. **HOUSING AND HOMELESSNESS STRATEGY – (Pages 5 - 6)**

Sally Ravenhill and Zoe Paine, Strategy and Enabling Managers, have been invited to the Panel to discuss Report No. EHH 1623, which will advise Members on the progress made on the development of the Housing and Homelessness Strategy 2017-2021 (copy attached).

4. **WORK PROGRAMME – (Pages 7 - 14)**

To note the Community Policy and Review Panel's work programme for 2016/17 (copy attached).

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Panel Administrator at the Council Offices, Farnborough by 5.00 pm three working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Panel Administrator fifteen working days prior to the meeting.

COMMUNITY POLICY AND REVIEW PANEL

Minutes of the meeting held on Thursday, 9th June, 2016, at Council Offices, Farnborough at 7.00 pm.

Voting Members

Cr. M.D. Smith (Chairman)
 Cr. M.S. Choudhary (Vice-Chairman)

Cr. R. Cooper
 Cr. Jennifer Evans
 Cr. A. Jackman

Cr. S.J. Masterson

Cr. J.J. Preece
 Cr. P.F. Rust
 Cr. J.E. Woolley

1. APPOINTMENT OF CHAIRMAN –

RESOLVED: That Cr. M.D. Smith be appointed Chairman for the 2016/17 Municipal Year.

2. APPOINTMENT OF VICE-CHAIRMAN –

RESOLVED: That Cr. M.S. Choudhary be appointed Vice-Chairman for the 2016/17 Municipal Year.

3. MINUTES –

The Minutes of the Meeting held on 7th April, 2016 were approved and signed by the Chairman.

4. REDRESS SCHEME –

The Panel received Report No. EHH 1614 on the Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014. The purpose of the Report was to advise Members of the legislation that had come into force on 1st October, 2014. It was noted that the regulations required all letting and management agents to be a member of one of three designated government administered redress schemes.

Members were advised that there were three designated government administered redress schemes: Ombudsman Services Property, Property Redress Scheme and The Property Ombudsman. The aim of the redress schemes were to make letting and management agents accountable for their practices, allowing tenants and landlords to complain to the relevant redress scheme if they were unhappy with the service they had received. Hilary Smith, Private Sector Housing Manager, explained that it was the responsibility of the Private Sector Housing Team to ensure that all letting and managing agents were members of one of the schemes.

It was noted that failure to comply with the scheme could result in a monetary penalty of £5,000, a Notice of Intent and a Final Notice. Members questioned the appeal process and the grounds for an appeal:

- the decision to impose a monetary penalty was based on an error of fact
- the decision was wrong in law
- the amount of monetary penalty was unreasonable
- the decision was unreasonable for any other reason

Questions were focused on the final ground for an appeal, for any other reason. Members expressed the view that they would prefer the legislation to be clear and concise, however, the Panel was informed that there had been no need for enforcement in Rushmoor so it was not known how the “First-tier Tribunal” would respond.

The Panel was updated on the Council’s position and the work the Private Sector Housing Team had done after the introduction of the legislation. This included sending letters to all known managing and lettings agents, publishing details on the Council’s website and making regular checks to ensure all were members of one of the three schemes.

The Panel **NOTED** the Report.

5. **PRIVATE SECTOR HOUSING SURVEY UPDATE –**

The Panel received Report No. EHH 1613, which provided an update on the progress that had been made with the private sector housing survey that had commenced on 29th March, 2016. It was noted that there had been an increase in the dependency on the private rented market and some residents had been accepting lower standards, including poor housing conditions, disrepair and overcrowding. This had resulted in the Government recommending a pro-active approach.

The Private Sector Housing Team had appointed a qualified Housing Surveyor in March 2016 on a twelve-month contract. The Team had identified twelve high-risk areas by looking at geographical spread, population, age of residents, indices of multiple deprivation and local intelligence. It was noted that the aim of the survey was to identify houses in multiple occupation (HMO), disrepair and poor housing conditions, overcrowding, to gather further intelligence about Rushmoor’s housing stock and to uncover illegal conversions and identify rogue landlords.

Members were informed of what the housing survey had raised so far, including HMOs with no or defective fireproofing, property with severe dampness, trip and fall hazards and defective windows and guttering. It was noted that as each issue had been identified, the Private Sector Housing Team would deal with it, resulting in immediate improvement action being taken.

The Panel noted the process that the Housing Surveyor followed in order to gain access to properties. If the surveyor was unable to gain access after three attempts, the Private Sector Housing Team followed an enforcement route, e.g. Notice of Entry or warrant, if disrepair, overcrowding or multiple use

was suspected. The information collected would be used to assess the way forward with private sector housing in the Borough.

It was concluded that the survey was due for completion on 11th March, 2017, when an assessment would be made of what the Private Sector Housing Team had found, which would then inform the future approach.

The Chairman thanked the Private Sector Housing Manager and the Housing Surveyor for the update. The Panel stated its strong support of the work being done by the Team.

The Panel **NOTED** the Report and **AGREED** to request an update at the end of the survey.

6. **APPOINTMENTS TO GROUPS –**

The Panel agreed the following appointments for the 2016/17 Municipal Year:

(1) **Mid-Cycle Meetings –**

RESOLVED: It was agreed that Cr. P.F. Rust would attend the mid-cycle meetings in 2016/17 as a representative of the Labour Group, along with the Chairman (Cr. M.D. Smith) and Vice-Chairman (Cr. M.S. Choudhary).

(2) **Health Issues Standing Group –**

RESOLVED: That the Chairman (Cr. M.D. Smith) and Vice-Chairman (Cr. M.S. Choudhary) and Cr. P.F. Rust be appointed to the Health Issues Standing Group for the 2016/17 Municipal Year.

(3) **Housing Strategy Standing Group –**

RESOLVED: That the Chairman (Cr. M.D. Smith) and Crs. R. Cooper, Jennifer Evans, S.J. Masterson and M.J. Roberts be appointed to the Housing Strategy Group for the 2016/17 Municipal Year.

(4) **Welfare Reform Task and Finish Group –**

RESOLVED: That the Chairman (Cr. M.D. Smith), Crs. Jennifer Evans, A. Jackman and M.J. Roberts, be appointed to the Welfare Reform Task and Finish Group for the 2016/17 Municipal Year, with attendance by the Cabinet Member for Concessions and Community Support (Cr. G.B. Lyon) as required.

(5) **Registered Providers of Social Housing Review Group –**

RESOLVED: That the Chairman (Cr. M.D. Smith) and Vice-Chairman (Cr. M.S. Choudhary) and Crs. R. Cooper, Jennifer Evans and M.J. Roberts be appointed to the Registered Providers of Social Housing

Review Group for the 2016/17 Municipal Year.

(6) **First Wessex Housing Group/Rushmoor Borough Council Joint Business Meeting –**

RESOLVED: That the Chairman (Cr. M.D. Smith), Vice-Chairman (Cr. M.S. Choudhary) and Cr. M.J. Roberts and the Cabinet Member for Health and Housing (Cr. Barbara Hurst) be appointed to the First Wessex Housing Group/Rushmoor Borough Council Joint Business Meeting for the 2016/17 Municipal Year.

7. **WORK PROGRAMME –**

The Panel noted that the work programme and work schedule would be updated at the first mid-cycle meeting of the Municipal Year.

The Meeting closed at 8.06 p.m.

M.D. Smith
CHAIRMAN

COMMUNITY POLICY AND REVIEW PANEL	AGENDA ITEM No. 3
15 September 2016	EH&H Report No.1623

HOUSING AND HOMELESSNESS STRATEGY 2017-21: PROGRESS REPORT

1.	INTRODUCTION
	A briefing has been prepared to advise Members on progress made on the Council’s new housing strategy, and to provide the opportunity for members to discuss and have input.
2.	BACKGROUND
	The period covered by the Council’s current strategy ends this year: 2016/17. The Council has a statutory duty to have in place a Homelessness Strategy and a Tenancy Strategy. The Council’s approach has been to prepare a single document covering the range of housing issues that will also satisfy the statutory requirements.
3	PREPARATION
	Before drafting the strategy the following consultations have been carried out <ul style="list-style-type: none"> • Partner consultation – April 2016 • On line consultation – June 2016 • Portfolio Holder and Housing Strategy Standing Group – July 2016 • Homelessness Review – Summer 2016
4	KEY ISSUES
	The outcome of our consultations and research suggest that the principal housing issues for the borough are: <ul style="list-style-type: none"> • High housing demand and affordability issues • Pressure on social rented housing stock <ul style="list-style-type: none"> ○ Right to buy, ○ reduced subsidy for new build rented homes, ○ development opportunities, ○ viability • Welfare reform • Rising homelessness • Quality of the housing stock particularly in the private rented sector
5	THEMES
	The strategy will aim to tackle these issues through four strategic themes. <ul style="list-style-type: none"> • The right homes in the right place • Making best use of the housing stock • Helping people to solve their housing problems and provide a suitable home when needed. • Enabling people to live in good quality accommodation appropriate for their needs
6	ANCILLARY DOCUMENTS
	Other documents to be published alongside the strategy are: <ul style="list-style-type: none"> • The achievements of the 2011-16 Strategy – a final report of the work done under the current strategy

	<ul style="list-style-type: none"> • The Homelessness Review 2016 – a statutory requirement for the preparation of a Homelessness Strategy • The Strategy Delivery Plan 2017-2021 – document that allows progress against the strategy objectives to be monitored
7.	PROPOSAL
	Officers will bring a presentation to Panel to explain our approach and thinking so far, and to seek members' views on the key issues and the responses proposed by the strategy.
8.	NEXT STEPS
	Following the meeting with Panel the new strategy will be finalised. It is proposed that the completed version is considered by the Portfolio holder and the Housing Strategy Standing Group before it is considered by Cabinet and forwarded for adoption by full council on 23 February 2017.

COMMUNITY POLICY AND REVIEW PANEL WORK PROGRAMME

Set out below are the key issues which form the Panel's on-going work programme. The topics covered reflect the following:

- the development of a new policy for recommendation to the Cabinet
- scrutiny of the process of the way in which decisions have been or are being made
- reviewing issues of concern to local people or which affect the Borough
- review of performance and delivery of specific services
- monitoring and scrutinising the activities of others
- items raised by Members and agreed by the Panel for consideration
- review of policies and proposals developed by others

The purpose of the work programme is to identify the way in which topics are being dealt with and the progress made with them. An update will be submitted to each meeting of the Panel.

HEALTH AND HOUSING PORTFOLIO

ACCOUNTABILITY AND AREAS OF RESPONSIBILITY

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Housing Matters

- To carry out the Council's strategic housing and enabling role by identifying housing need and considering and developing initiatives to meet that need through work with the statutory, voluntary and private sectors.
- To consider, approve and keep under review the Housing Strategy in accordance with Department of the Environment, Transport and the Regions guidelines.
- To deal with matters relating to registered social landlords operating in the Borough and commit capital expenditure to develop new and improved affordable housing in the Borough.
- To carry out the Council's statutory duties under the homelessness legislation including the provision of a comprehensive free housing advice service and the responsibility for a homelessness strategy.
- To monitor and review the portfolio of temporary accommodation for the homeless and review that provided by registered social landlords.
- To maintain a housing register, allocations scheme and choice in lettings policies and the nominations policies and agreements with registered social landlords.
- To deal with all matters relating to the condition, repair, improvement, adaptation and energy efficiency of private sector dwellings, including houses in multiple occupation pursuant to the Housing Act 2004.
- To carry out the Council's statutory duties in relation to the licensing of houses in multiple occupation, pursuant to the Housing Act, 2004.

- To provide Private Sector Renewal Grants for the repair and adaptation of dwellings, in accordance with legislation and the Private Sector Housing Renewal Strategy.
- To carry out the Council's responsibilities under the home energy legislation, particularly in relation to energy efficiency and fuel poverty.

Care in the Community Matters

- To undertake the Council's role in respect of care in the community policy issues, social needs and supporting people in conjunction with appropriate other organisations, including the County Council, Primary Care Trust, health trusts and the voluntary sector.
- To monitor and review services to the local community in relation to the Health and Housing Portfolio and administering grants as appropriate, in particular to the Hampshire Youth Bureau, Step by Step, Relate and the local home improvement agency.

Health Matters

- To liaise and co-ordinate with local health organisations and bodies to improve facilities in the Borough.
- To work in partnership with local health organisations and bodies to promote the health needs of the Borough and in particular to support the activities of the Healthy Rushmoor Alliance.
- To exercise the Council's functions in relation to health education and to participate in local and national initiatives and campaigns as appropriate.

SCRUTINY

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
HOUSING MATTERS				
11.12.03	First Wessex (FW) - Performance and Review	FW to attend one meeting of the Community Panel each year to cover scrutiny, performance and delivery. Two Joint FW and RBC joint Business Meetings to be held as a pilot arrangement. Items for the Panel meeting to be submitted to the Head of Environmental Health Housing Services in advance.	The FW / RBC Business meeting took place on Thursday, 23 July, 2015 the next business meeting will take place in 2016. FW attended the meeting of the Panel on 4 February, 2016 . They will be invited to provide the Panel with an update during the 2016/17 Municipal Year.	Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk
15.06.06	Registered Providers of Social Housing Review Group (RPSHs)	The RPSH Review Group has been set in order for Members to meet with Registered providers of social housing. The emphasis of the meetings was to question the landlords on: <ul style="list-style-type: none"> • housing management, • maintenance of property • the environment • tenant involvement • customer service • with development issues being secondary. 	Appointments to the Group were made at the Panel meeting on 9 June, 2016 for the 2016/17 Municipal year. An outcome report of the Review for 2016/17 would be submitted to the meeting of the Panel at the end of the Municipal Year.	Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
HEALTH MATTERS –				
Jan, 2007	<p>Health Issues</p> <p>Monitoring and influencing the configuration and delivery of local health services.</p> <p>Review the implications of the Government's White Paper and to engage with the Director of Public Health, local GPs and Frimley Park Hospital.</p>	<p>The Panel has a key role in monitoring and influencing the public health agenda. The Panel has agreed that a Health Issues Standing Group would be appointed to discuss any current and future consultation relating to health issues / changes in the area. The outcome of the meeting would be submitted to the Panel for agreements.</p>	<p>The Group was appointed to at the meeting of the Panel on 9 June, 2016.</p> <p>Meetings of the Health Issues Standing Group to be organised for 2016 /17 Municipal Year and a programme of work to be developed for the Year.</p>	<p>Andrew Lloyd Chief Executive Tel. (01252) 398397 Email. andrew.lloyd@rushmoor.gov.uk /</p>
CARE IN THE COMMUNITY				
04.09.07	<p>Neighbourhood Renewal Strategy</p>	<p>An update of the Neighbourhood Renewal Strategy was presented to the Panel on 4 February, 2016.</p>	<p>An update due to be provided to the Panel in the 2016/17 Municipal Year.</p>	<p>Ian Harrison, Corporate Director Tel. (01252) 398400 ian.harrison@rushmoor.gov.uk</p>

POLICY

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
HOUSING MATTERS				
2008/2010	Housing and Homelessness Strategies 2011-2016 and Action Plan	The Panel has appointed a Housing Strategy Group, comprising councillors and representatives from a range of organisations, to debate the key themes and issues, help set the objectives and aims, look at options and assist in formulating actions and targets for the Housing Strategy.	<p>The 2011-2016 Housing and Homelessness Strategy came to an end in March 2016. Consultation for the 2016-2021 strategy was due to take place in Spring 2016. Members would continue to play a key part in the development of the strategy.</p> <p>The Panel received the Housing and Homelessness Strategy 2011-2016 – Update 2015 at its meeting on 17 September, 2015. An update on the development of the strategy to be provided in the 2016/17 Municipal Year.</p> <p>The Panel would continue to monitor the work of the Housing Options Team, the most recent update was provided to the panel on 4 February, 2016.</p>	Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
29.03.2012	Welfare Reform	<p>At the meeting of the Panel on 29th March, 2012, it was requested that this item would be added to the Panel's programme of work as a result of the significant changes to the Borough as a result of the Welfare Reform.</p> <p>The Panel agreed that a task and finish group should be established including the Cabinet Member for Concessions and Community Support in order to consider the preparation for the development of the council tax support scheme.</p>	<p>Ian Harrison provided details of the Welfare Reform and the requirement for local authorities to develop a local council tax support scheme at its meeting on 29th March, 2012. A task and finish Group was appointed to develop the support scheme.</p> <p>The Panel to receive yearly updates on progression.</p> <p>An update was presented to the Panel on 19 November, 2015. A further update to be provided in the 2016/17 Municipal Year.</p>	<p>Ian Harrison, Corporate Director, Tel. (01252) 398400, Email. ian.harrison@rushmoor.gov.uk</p>

COMMUNITY POLICY AND REVIEW PANEL

WORK FLOW – 2016 / 17

9 June 2016	Hilary Smith Hilary Smith	Redress Scheme Private Sector Housing Survey Appointments to Groups
Mid-Cycle Meeting 21 July 2016		
15 September 2016	Peter Walters Qamer Yasin	First Wessex and Sentinel Housing Association – Proposed Merger Housing Strategy 2017-2021
Mid-Cycle Meeting 13 October 2016		
17 November 2016	Colin Alborough Hilary Smith	Health and Wellbeing Private Sector Housing Survey Update
Mid-Cycle Meeting 15 December 2016		
2 February 2017		
Mid-Cycle Meeting 2 March 2017		
6 April 2017	Hilary Smith	Final Private Sector Housing Survey Update

Future Items – Date to be Confirmed	Public Health Monitoring	South East Coast Ambulance Service
	Vanguard Update	Mental Health
	Review of Registered Providers	Welfare Reform Update

Lead Officer

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