

## **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

### 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, Homelessness Strategy and Private Sector Housing Renewal 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 the Housing Corporation 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, Emmaus Project, 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)
<b>HOUSING MATTERS</b>				
11.12.03	<b>First Wessex (FW) - Performance and Review</b>	<p>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.</p> <p>A special meeting was held on 6th February, 2014 at 2.30 pm with various members to discuss leaseholder service charges and service charges in general.</p>	<p>FW attend one meeting of the Community Panel each year to cover scrutiny, performance and delivery. Two Joint FW and RBC joint Business Meetings are also organised.</p> <p>The FW / RBC Business meeting took place on Thursday, 12 February 2015 the next business meeting will take place on 23 July, 2015.</p> <p>FW to attend a meeting of the Panel in 2015/16.</p>	<p>Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk</p>
15.06.06	<b>Registered Providers of Social Housing Review Group (RPSHs)</b>	<p>The RPSH Review Group has been set in order for Members to meet with Registered providers of social housing.</p> <p>The emphasis of the meetings was to question the landlords on:</p> <ul style="list-style-type: none"> <li>• housing management,</li> <li>• maintenance of property</li> </ul>	<p>The appointments will be made to the Group at the Panel meeting on 11 June, 2015 for the 2015/16 Municipal year.</p> <p>The Group would meet to agree what Associations would be Reviewed and the questions that would be raised.</p> <p>Meetings for the Group for this municipal</p>	<p>Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk</p>

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
		<ul style="list-style-type: none"> <li>• the environment</li> <li>• tenant involvement</li> <li>• customer service</li> <li>• with development issues being secondary.</li> </ul>	<p>year to be organised and a work programme to be agreed.</p> <p>An outcome report of the Review for 2015/16 would be submitted to the meeting of the Panel on 7 April, 2016.</p>	
<b>HEALTH MATTERS –</b>				
Jan, 2007	<p><b>Health Issues</b></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>Meetings of the Health Issues Standing Group to be organised for 2015 /16 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>

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
	<p><b>Health Watch</b></p> <p>Scrutinising and developing relationships and links with local health organisations and key partners.</p>	<p>Representatives from local health organisations and key partners to be invited to meetings of the Panel to provide details on performance management, current work / initiatives and financial background.</p>	<p>Organisations including Frimley Park Hospital, Surrey and Hampshire Border, PCT Commission Arm and Hampshire Local Involvement Network (Link).</p> <p>The Panel would continue to monitor the range of services provided at the Centre for Health, Aldershot.</p> <p>The Panel to receive details on the outcome of the HCC Health Scrutiny at a future meeting.</p>	<p>Andrew Lloyd Chief Executive Tel. (01252) 398397 Email. andrew.lloyd@rushmoor.gov.uk /</p>
<b>CARE IN THE COMMUNITY</b>				
04.09.07	<p><b>Neighbourhood Renewal Strategy</b></p>	<p>Louise Webber, Community Development Manager, and Debbie Whitcombe, Neighbourhood Development Officer, attended the meeting of the Panel on 24 September, 2014 and provided an update on Year 3 of the Neighbourhood Renewal Strategy.</p>	<p>A further update would be provided to the Panel on 17 September, 2015.</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)
<b>HOUSING MATTERS</b>				
2008/2010	<b>Housing and Homelessness Strategies 2011-2016 and Action Plan</b>	<p>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> <p>A new strategy for the period 2011-2016 had been prepared taking into account national, regional, sub-regional and local issues and incorporates the Empty Property Strategy.</p>	<p>The Panel received a report which sought views on the draft Housing and Homelessness Strategy 2011-16 at its meeting on 16th June, 2011. The proposed draft would be circulated to partners and stakeholders for consultation and the final version to Cabinet.</p> <p>The 2011/16 Strategy performances and Delivery Plan / action plan was submitted to the meeting of the Panel on 12th September, 2012.</p> <p>The Panel would monitor the work of the Housing Options Team and further updates to be provided to the Panel on 4 February, 2016.</p> <p>The Panel to receive the Housing and Homelessness Strategy 2011-2016 – Update 2015 at its meeting on 17 September, 2015.</p>	<p>Qamer Yasin            Head of Environmental Health and Housing            Tel. (01252) 398640            Email: qamer.yasin@rushmoor.gov.uk</p>

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
2009/10	<b>Social Housing and the Recession</b>	<p>The Mid Cycle Members agreed to add this item to the Work Programme as a result of the current financial climate, and preventative work being undertaken by the Council.</p> <p>The Council had received funding a three-year Family Intervention Project in partnership with Hart District Council and Hampshire Support People to provide housing-related support</p>	<p>An update on home repossession figures was submitted to the meeting of the Panel on 25th November, 2010. The Panel would monitor and review housing benefit and other legislative changes, which may affect home repossession.</p> <p>The Panel will receive further updates when requested.</p>	<p>Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk</p>
24.11.2010	<b>Housing Reform 2011</b>	<p>The Mid Cycle Members agreed to add this item to the Work Programme as a result of the significant affects and monitor the impact on the Borough as a result of the Housing Reform 2011.</p>	<p>Qamer Yasin prepared a briefing paper on the Tenancy Strategy, providing information on issues, obligations and timescale.</p> <p>The Panel to receive ongoing updates and performance measures on the Strategies.</p> <p>Mr Peter Walters attended the meeting of the Panel on 28 March 2013 and gave a presentation on the impact to registered providers of social housing following changes in Government benefit and housing policies, including the Council's Tenancy Strategy.</p>	<p>Qamer Yasin Head of Environmental Health and Housing Tel. (01252) 398640 Email: qamer.yasin@rushmoor.gov.uk</p>

DATE RAISED	ISSUE	CURRENT POSITION	PROCESS AND TIMETABLE	CONTACT (SERVICE MANAGER)
29.03.2012	<b>Welfare Reform</b>	<p>At the meeting of the Panel on 29<sup>th</sup> 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 29<sup>th</sup> 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>Ian Harrison, Corporate Director, Tel. (01252) 398400, Email. <a href="mailto:ian.harrison@rushmoor.gov.uk">ian.harrison@rushmoor.gov.uk</a></p>



# COMMUNITY POLICY AND REVIEW PANEL

## WORK FLOW – 2015 / 16

<b>11 June 2015</b>	A Dubarry	Step by Step Appointments to Groups
<b>17 September 2015 (Items to be confirmed)</b>	D Whitcombe Z Paine / S Ravenhill	Neighbourhood Renewal Strategy Housing & Homelessness Strategy
<b>19 November 2015 (Items to be confirmed)</b>	C Williams I Harrison	First Wessex Welfare Reform
<b>4 February 2016 (Items to be confirmed)</b>	S Hellicar	Housing Options Resources
<b>7 April 2016 (Items to be confirmed)</b>	Z Paine	Outcome of Review of Registered Providers 2015/16

**Lead Officer**

Andrew Lloyd (Chief Executive)  
Tel. (01252) 398397  
Email. andrew.lloyd@rushmoor.gov.uk

**Panel Administrator**

Lauren Harvey  
Tel. (01252) 398827  
Email. lauren.harvey@rushmoor.gov.uk

Last update: 02 June 2015