

AGENDA
HEALTH AND HOUSING POLICY
DEVELOPMENT AND REVIEW PANEL

Date: Thursday, 9 March 2017

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor B Bayford (Chairman)

Councillor F Birkett (Vice-Chairman)

Councillors Mrs M Brady
Mrs C Heneghan
S D Martin
Ms S Pankhurst
D L Steadman

Deputies: Mrs C L A Hockley
Mrs K K Trott



1. Apologies for Absence

2. Minutes (Pages 5 - 8)

To confirm as a correct record the minutes of the Health and Housing Policy Development and Review Panel meeting held on 19 January 2017.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures of Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Health Update

To receive a verbal update by the Chairman of the Health & Housing Policy Development and Review Panel on Local Strategic Health Issues.

7. Homelessness Update

To receive a verbal update and presentation from the Housing Options Manager on homelessness within the Borough.

8. Tenancy Management Report (Pages 9 - 14)

To consider a report by the Director of Operations on Tenancy Management Performance.

9. Final Review of Work Programme 2016/17 and draft Work Programme 2017/18 (Pages 15 - 36)

To consider a report by the Director of Operations which gives a final review of the Work Programme 2016/17 and the draft Work Programme 2017/18.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
28 February 2017

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FAREHAM

BOROUGH COUNCIL

Minutes of the Health and Housing Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 19 January 2017

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor B Bayford (Chairman)

Councillor F Birkett (Vice-Chairman)

Councillors Mrs M Brady, Mrs C Heneghan, S D Martin, Ms S Pankhurst
and D L Steadman

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

Members noted the request under agenda item 8 of the previous meeting for information to be made available regarding the number of empty properties in private ownership that have been renovated under the Council's scheme to make them habitable for Council leasing. The Head of Housing, Revenues and Benefits reported that only one property has been identified as suitable for the scheme and this is currently in the process of being renovated.

It was AGREED that the minutes of the Health and Housing Policy Development and Review Panel meeting held on 17 November 2016 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that the annual number of rough sleepers across the Borough has increased from 6 to 18. The Housing Team is aware of the names and localities of each of these individuals and works with a variety of agencies to support them. The Chairman commented that there would be a need to closely monitor numbers due to the significant increase.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at the meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. HEALTH UPDATE

The Panel received a verbal update from the Chairman on local health issues.

The Chairman reported that he attended a meeting of the Fareham & Gosport Clinical Commissioning Group (F&GCCG) recently where on-going issues relating to the Fareham Community hospital were discussed. Problems relating to the management and reporting structure at the hospital have still not been resolved. The F&GCCG will discuss this further at the MP Task Force meeting that is due to be held on 03 February 2017 to discuss possible solutions.

7. PRESENTATION ON HAMPSHIRE JOINT STRATEGY NEEDS ASSESSMENT

The Panel received a presentation from Darren Carmichael, Health Protection Principal at Hampshire County Council, on Hampshire's Joint Strategy Needs Assessment (JSNA) which included a Public Health Update for Fareham Borough Council.

The presentation updated the Panel on the key issues that were identified for Fareham in the 2015 JSNA. This included the significant increase in the number of residents aged 85 or over and the corresponding likelihood of them having greater healthcare needs. This increase (and the relative reduction in the working age population) will mean that the role of the voluntary sector will be critical in developing resilience in local communities.

The presentation also covered the role of Public Health England in tackling local health priorities, explaining that annual health profiles for each local authority are published. These give a good indication of the health issues affecting the population in the area and highlight emerging issues that need to be addressed. Local Priorities for Fareham are alcohol related diseases, cancer, healthy ageing, mental health and influencing health systems.

It was AGREED that Darren Carmichael be thanked for his informative presentation.

8. COUNCIL HOUSING REPAIRS AND MAINTENANCE REPORT

The Panel received a report by the Director of Operations on Council Housing Repairs and Maintenance.

Following discussion regarding the provision of a small number of additional off road parking spaces at various locations, Members requested that details of the locations be obtained and appended to the minutes. The relevant locations are:

Sites where parking improvements have been made in 2016/17

- Marks Road, Stubbington
- Thorni Avenue, North West Fareham
- Nashe Way, North West Fareham
- Nelson Court, Fort Fareham Road, South East Fareham
- Minden House, Redlands Lane, South East Fareham

Sites identified for parking improvements in 2017/18

- Birchen Close, Park Gate
- King George Road, Portchester

It was AGREED that Members note the content of the report.

9. PRELIMINARY REVIEW OF THE WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME FOR 2017/18

The Panel considered a report by the Director of Operations on a preliminary review of the Work Programme 2016/17 and the draft Work Programme for 2017/18.

Following discussion regarding Central Government funding to tackle homelessness and an unsuccessful bid by the Council to secure a share of this funding it was agreed that an update on Homelessness in the Borough would be provided at the next meeting.

Members were encouraged to consider any further items for inclusion on the 2017/18 Work Programme at the next meeting.

It was AGREED that Members:-

- (a) note the Work Programme 2016/17, attached as Appendix A to the report; and
- (b) give initial consideration to the draft Work Programme for 2017/18 attached as Appendix B to the report.

(The meeting started at 6.00 pm
and ended at 7.00 pm).

FAREHAM

BOROUGH COUNCIL

Report to Health and Housing Policy Development and Review Panel

Date **09 March 2017**

Report of: **Director of Operations**

Subject: **TENANCY MANAGEMENT REPORT**

SUMMARY

This report provides Panel members with an update on performance in regard to current tenant rent arrears, management of empty homes, anti-social behaviour, estates services and tenant involvement.

RECOMMENDATION

That the Panel notes the information contained within the report.

INTRODUCTION

1. Tenancy Management covers a range of housing service functions which include rent collection and arrears recovery, managing empty homes, dealing with anti-social behaviour, housing estate management and tenant involvement.
2. This report provides Panel Members with an update on performance and highlights any key service issues Officers are dealing with.

CURRENT TENANT ARREARS

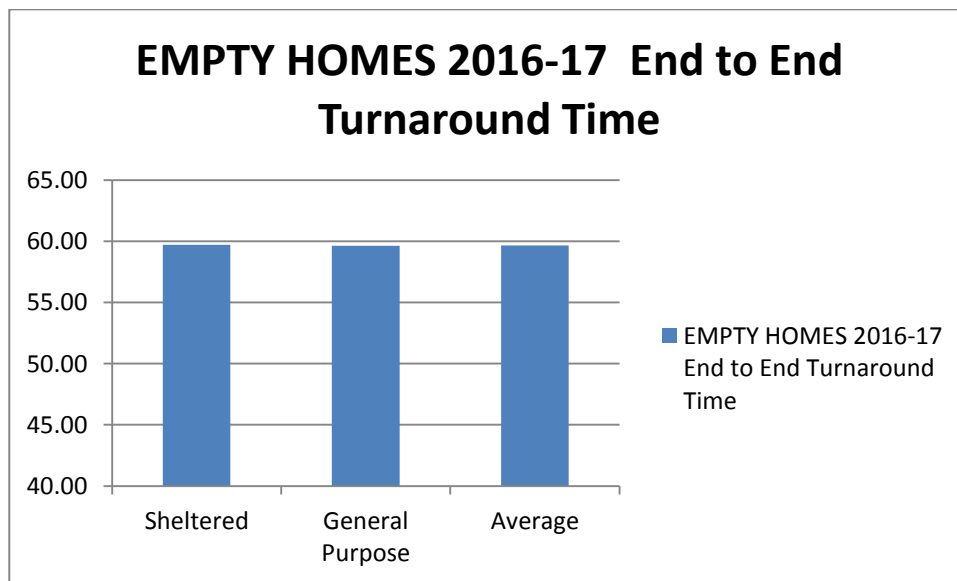
3. Current tenant arrears as at 5th February 2017 stood at £287,280. This is an increase on the previously reported figure. Arrears increased more significantly over the Christmas and New Year period compared to previous years, however they have begun to slowly decrease in line with previous trends.
4. The table below shows performance for a similar period over the past three years for comparison purposes.

Dates	Arrears Total	No of Cases
22/02/15	£254,819	604
21/02/16	£250,348	656
05/02/17	£287,280	611

5. Further analysis of arrears cases shows that a number of tenants with higher level of arrears are struggling to maintain repayment arrangements including cases that are subject to a court order. Officers continue to work with tenants to try and get payments under control and avoid possible eviction.
6. As part of the arrears recovery process it is necessary to refer some cases to the County Court. Since the last report, for the period August 2016 to January 2017, there have been 10 hearings in court.
7. In the majority of court hearings the case was either adjourned for further information or a court order was granted on payment terms. Two homes have been repossessed in the past 6 months despite much effort from Officers to engage and support the tenants facing eviction. The properties repossessed were both upper floor bedsitters and the tenants were single males without any dependants.
8. A recent Vanguard Intervention identified an area where changes could be made to improve on current practice. It became very evident that many tenants would choose to pay their rent by direct debit if they could pay on different days of the month and more frequently than calendar monthly. Clearly, the advantages of this are that tenants paying by this method have money taken automatically and do not have to remember to make a payment. By working with an external organisation, Tenancy Services are working towards providing this improved facility to our tenants. It is anticipated that all tenants will have this facility available to them within the next few months.

MANAGEMENT OF EMPTY HOMES

9. The way in which empty homes are managed has changed with emphasis on matching the right person to the right property and carrying out works to empty homes that have been identified and agreed with the new tenant, rather than reinstating the property to a prescribed standard.
10. In a number of cases this financial year it has been necessary to carry out kitchen/bathroom modernisation work, electrical rewiring and adaptations to meet the needs of a disabled tenant or member of their household. This in turn has increased the time taken to relet the property and the loss in rental income.
11. In terms of performance we measure the total void period. The start of the void period is the date when keys are returned by the outgoing tenant and the end of the period is the date when the incoming tenant's tenancy begins.
12. The chart below shows the average turnaround time for general needs and sheltered properties for the period April 2016 to end of December 2016. In this period a total of 152 homes were relet, 91 general purpose and 61 sheltered lettings.



13. The average turnaround time compared to the figure previously reported has reduced by 6 calendar days.
14. In terms of void rent loss; at the end of January 2017, this totalled £158,194 which is equivalent to 1.75% of the total rent due in the financial year to date. This is a reduction on the figure previously reported.

DEALING WITH ANTI-SOCIAL BEHAVIOUR

15. The table below provides information of reported incidents of Anti-social Behaviour (ASB) where officers took some form of action against the perpetrators. This action could have been anything from sending a letter to carrying out visits with Community Safety and Police. Currently there are 2 tenants on Acceptable Behaviour Contacts. One secure tenant has been served notice due to on-going ASB problems and one secure tenant now has possession proceedings being taken against them.

Period	Reported Incidents	Serious cases
Aug '16 to Jan '17	6	3

16. Over the past year, although the number of ASB cases has reduced, the cases which are being dealt with are more serious and are involving far more officer time. There has been a sharp increase in joint visits with Police and Community Safety and also far more time spent liaising with Legal Services and preparing court paperwork.
17. The case involving possession proceedings is now going to trial and officers and Police will attend Winchester Crown Court over a 2-day period. There are 2 independent witnesses also attending and giving evidence in support of the Council. As an example of the officer time involved in preparing for Court, it took around 8 weeks to put together the legal paperwork to meet the prescribed timescales laid down by the Court.
18. A past case involving serious and prolonged ASB went to Court and the Council were awarded possession of the property. A defence solicitor for the tenant decided to challenge this back in Court and a new Judge overturned the previous ruling and threw the case out of Court. The Council applied for, and was awarded, leave to appeal this and the case was heard at the Royal Courts of Justice. The Council won the appeal and the tenant was subsequently evicted.

HOUSING ESTATE MANAGEMENT

19. The cleaning of housing blocks forms part of a corporate cleaning contract and the contractor providing this service is Hi-Spec Cleaning Services.
20. The communal areas of the Council's blocks of flats and maisonettes are cleaned on a weekly basis. Windows to the communal areas and individual units within sheltered housing blocks are cleaned on a 3-6 monthly basis. Feedback is obtained from tenant and leaseholder representatives and housing staff and is collated to give an overall satisfaction rate.
21. The satisfaction level for Block Cleaning for the period August 2016 to January 2017 inclusive stood at 88%.
22. Quarterly Performance meetings are held with the service provider. The last meeting was held on 8 February 2017. The main issues discussed were several areas not having been cleaned to the required standard and several bin areas not having been cleaned for some time.
23. The external areas around housing blocks and general needs areas, including garage service areas, are maintained by the Council's Streetscene team. This includes grass-cutting, weed treatment, litter-picking, and sweeping of hard surfaces. Feedback is again obtained from tenant and leaseholder representatives and housing staff and is collated to give an overall % satisfaction rate.
24. The satisfaction level of Grounds maintenance for the period August 2016 to January 2017 inclusive stood at 95%.
25. Quarterly meetings are held with officers from the Council's Streetscene team and the last meeting was held on 12 December 2016 with a further meeting scheduled for 23 March 2017. No main issues or concerns were identified.

26. Estate inspections are carried out in areas which have been highlighted by either tenants or officers as having problems. For the period 1 August 2016 to 31 January 2017, 4 inspections have taken place. Where issues were noted, action has been taken to remedy these.
27. The main issues arising from the recent inspections were the dumping of fly-tipped waste to communal areas of the flats and maisonette blocks and vehicles parked on hatched areas, resulting in non-access to emergency vehicles and refuse lorries. At the time of writing this report these issues have been addressed to the satisfaction of all concerned.

TENANT INVOLVEMENT

28. Since the last Performance Monitoring Report in September 2016, tenants and leaseholders have been involved in the following events:
- **South Coast Training** (Up to 10 tenants/leaseholders attend a training event held twice a year which helps improve knowledge and understanding across a range of housing issues)
 - **Tenant and Leaseholder Forum** (An open forum for tenant/leaseholder representatives who meet to discuss housing issues of interest with council officers)
 - **Editorial Panel Meeting** (Tenants and officers meet to discuss articles for inclusion in tenant and leasehold newsletters)
 - **Estate Monitors Meeting** (A twice-yearly event for tenant and leaseholder volunteers who help monitor block cleaning and grounds maintenance work)
 - **Quarterly Review Meetings (Communal Cleaning, Grounds Maintenance and Gas Servicing)** (To discuss and review the service provided to tenants).

RISK ASSESSMENT

29. There are no significant risk considerations in relation to this report.

CONCLUSION

30. This report has provided panel members with an update on performance across a range of housing management services

Background Papers: None

Reference Papers: None

Enquiries:

For further information on this report please contact Jane Cresdee. (Ext 4483)

FAREHAM

BOROUGH COUNCIL

Report to Health & Housing Policy Development and Review Panel

Date **09 March 2017**

Report of: **Director of Operations**

Subject: **FINAL REVIEW OF THE WORK PROGRAMME FOR 2016/17 AND
DRAFT WORK PROGRAMME 2017/18**

SUMMARY

At the last meeting of the Panel on the 19 January 2017, Members reviewed the existing Work Programme for 2016/17, and also considered a draft Work Programme for 2017/18. The Panel is now invited to further review the Work Programme for the current year and finalise a draft Work Programme for 2017/18.

RECOMMENDATION

Members are requested to:-

- (a) review the Panel's Work Programme for the current year 2016/17;
- (b) agree a proposed Work Programme for 2017/18; and
- (c) submit the proposed Work Programme for 2017/18 to the Council for endorsement.

INTRODUCTION

1. At the meeting of the Panel on 19 January 2017, Members reviewed the 2016/17 Work Programme and were invited to consider items and review a proposed Work Programme for the next municipal year. This is the last cycle of meetings for this municipal year and the Panel is invited to finalise its review of this year's work and confirm the draft Programme for 2017/18.

THE PANEL'S TERMS OF REFERENCE

2. Under its terms of reference, the Health & Housing Policy Development and Review Panel is responsible for:-
 - Reporting and advising upon policies and proposals relating to the Health & Housing portfolio;
 - Assisting Full Council and the Executive in the development and formulation of policy; and
 - Reviewing the performance of services provided directly or indirectly by the Council.

THE CURRENT WORK PROGRAMME FOR 2016/17

3. Appendix A to this report sets out details of the current year's Work Programme for review by the Panel.
4. Appendix B contains details of the outcomes from matters considered at Panel meetings during the current municipal year.

REVISIONS TO THE CURRENT WORK PROGRAMME 2016/17

5. The Panel is asked to note that, at the request of Members, an update on Homelessness has been added to the March meeting of the 2016/17 Work Programme.

DRAFT WORK PROGRAMME FOR 2017/18

6. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework. This list may however be subject to amendment arising from any future changes to the Constitution
7. Appendix D sets out details of the proposed items for consideration during 2017/18. As Members are aware, the Panel's focus is on 'policy development', and it is suggested that Members may want to consider setting up smaller working groups to work with officers on specific subjects. The Panel is also likely to consider reports on specific subjects on more than one occasion during the course of the year, as policies are developed and before final recommendations are made to the Executive.
8. It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2017/18 programme.

RISK ASSESSMENT

9. There are no significant risk considerations in relation to this report.

CONCLUSION

10. To summarise, the Panel is now invited to:-

- (a) review the Panel's Work Programme for the current year 2016/17;
- (b) agree a proposed Work Programme for 2017/18; and
- (c) submit the proposed Work Programme for 2017/18 to the Council for endorsement.

APPENDICES:

Appendix A – Current Work Programme for 2016/17

Appendix B – Work Programme 2016/17– Outcomes

Appendix C – Policy Framework

Appendix D – Draft Work Programme for 2017/18

Background Papers:

None

Reference Papers:

Enquiries:

For further information on this report please contact Paul Doran Ext 4572)

**HEALTH & HOUSING POLICY DEVELOPMENT AND REVIEW PANEL
WORK PROGRAMME FOR 2016/17**

MEETING DATES FOR 2016/17	ITEMS
26 May 2016	<ul style="list-style-type: none"> • Review of Work Programme 2016/17 • Health Update • Introduction to the Panel, achievements, priorities & challenges • Annual Review of Discretionary Housing Payments • Social & Affordable Housing Update
21 July 2016	<ul style="list-style-type: none"> • Review of Work Programme 2016/17 • Health Update • Annual review of Homelessness Strategy • Social & Affordable Housing Update • Presentation on the New Allocations Policy
22 September 2016	<ul style="list-style-type: none"> • Health Update • Social & Affordable Housing Update • Welfare Reform Update • Vanguard Presentation and Report on Council Housing Repairs & Maintenance • Tenancy Management Report • Review of Work Programme 2016/17
17 November 2016	<ul style="list-style-type: none"> • Health Update • Review of FareLets • Presentation from Fareham and Gosport Clinical Commissioning Group – Local Health Priorities. • Review of Work Programme 2016/17
19 January 2017	<ul style="list-style-type: none"> • Health Update • Council Housing Repairs and Maintenance Report • Presentation on Hampshire’s JSNA (Joint Strategy Needs Assessment) • Preliminary Review of Work Programme 2016/17 and Draft 2017/18
09 March 2017	<ul style="list-style-type: none"> • Health Update • Tenancy Management Report • Final Review of Work Programme 2016/17 and 2017/18 • Homelessness Update

UNALLOCATED ITEMS

- New Allocations Policy (draft)
- New Allocations Policy – consultation results
- New Homelessness & Housing Options Strategy (draft)

**Health & Housing Policy Development and Review Panel –
Work Programme 2016/17- Outcomes**

MEETING DATE	26 May 2016
<u>Subject</u>	ACHIEVEMENTS, PRIORITIES AND CHALLENGES
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from the Director of Operations on the Achievements, Priorities and Challenges for the Panel. The Presentation gave an overview of the Health and Housing Portfolio Services which included –</p> <ul style="list-style-type: none"> • The Role of the Panel for Health – to influence local health issues and the information given at every meeting by the Chairman under the Health Updates item on the agenda. • The Role of the Panel for Housing – reviewing performance, policies recommendations to Executive and the Offices that provide reports to the Panel relating to:- <ul style="list-style-type: none"> (a) Council Housing – the role of the Tenancy Services team in managing our housing stock and the role of the Responsive Repairs Team in maintaining it. (b) Housing Options – the team responsible for allocations to social housing, the waiting list, homelessness and advice. (c) Private Sector Housing – the team carry out a range of activities for non-council owned properties, including providing facilities to enable disabled residents to stay in their home and bringing empty homes back into circulation. (d) New Development – working alongside Planning and Development colleagues to deliver new affordable housing in the Borough. • Key Challenges Ahead – how the Panel will be informed of ways the Service is managing challenges through reports brought to future meetings. <p>Councillor Mrs M Brady left the room during this item.</p> <p>It was AGREED that the Director of Operations be thanked for a very informative presentation.</p>

Outcome	Complete
Link Officer	Paul Doran
<u>Subject</u>	HEALTH UPDATE
Type of Item	Verbal Update
Action by Panel	<p>Councillor Mrs M Brady returned to the room at the start of this item.</p> <p>In the absence of Chairman Councillor B Bayford, the Director of Operations addressed the Panel on this item.</p> <p>The Director of Operations updated the Panel with details of two meetings that the Panel Chairman, Councillor B Bayford, and he had attended: - The Hampshire and Isle of Wight Sustainability and Transformation Plan and the Fareham Better Local Care. He explained that both groups had similar concerns, with the emphasis being on improving services for the patient, the challenges faced across the county to manage the large deficit from central government funding and the importance of all the bodies working together going forward.</p> <p>It was AGREED that the Director of Operations be thanked for the update.</p>
Outcome	Complete
Link Officer	N/A
<u>Subject</u>	ANNUAL REVIEW OF DISCRETIONARY HOUSING PAYMENTS
Type of Item	Report
Action by Panel	<p>The Panel received a report by The Head of Housing, Revenues & Benefits on an annual review of the Council's Discretionary Housing Payments Scheme.</p> <p>The Head of Housing, Revenues & Benefits gave a detailed overview of the report which outlined to the Panel what</p>

	<p>the Discretionary Housing Payments Scheme is; who benefits from the payments and how the Benefits team work to allocate the payments through a thorough application process.</p> <p>It was AGREED that members note the contents of the report.</p>
Outcome	Complete
Link Officer	Caroline Newman
<u>Subject</u>	AFFORDABLE HOUSING PROGRAMME
Type of Item	Verbal Update
Action by Panel	<p>The Panel received a verbal update from The Head of Housing, Revenues and Benefits on the Affordable Housing Programme, giving a presentation to show new Panel Members the completed, ongoing and future schemes being developed by the Council.</p> <p>The Head of Housing, Revenues and Benefits was thanked for her verbal update.</p>
Outcome	Complete
Link Officer	Caroline Newman
MEETING DATE	21 July 2016
<u>Subject</u>	HEALTH UPDATE
Type of item	Verbal Update
Action by Panel	<p>The Panel received a presentation from the Chairman to give new members an overview of the role of the Panel with regards to Health within the Borough.</p> <p>The presentation outlined the NHS Services available to residents, which include:</p>

	<ul style="list-style-type: none"> • Fareham & Gosport Clinical Commissioning Group • Portsmouth Hospitals NHS Trust • University Hospital Southampton NHS Foundation Trust • Southern Health NHS Foundation Trust • Care UK & St Mary's Treatment Centre • South Central Ambulance NHS Foundation Trust • NHS England (South) <p>The Chairman also highlighted areas of concern, with members again voicing unease at the on-going management co-operation issues with the Fareham Community Hospital. The Chairman echoed this anxiety, re-assuring the Panel that the Task Group set up by Suella Fernandes MP is making good progress and undertaking to update members at future meetings on any developments.</p> <p>It was AGREED that the Chairman be thanked for his presentation.</p>
Outcome	Complete
Link Officer	N/A
<u>Subject</u>	ANNUAL REVIEW OF THE HOMELESSNESS STRATEGY
Type of Item	Presentation
Action by Panel	<p>The Panel received a brief presentation by the Senior Housing Officer (Options) and considered a report by the Director of Operations on the Annual Review of the Homelessness Strategy 2014-17.</p> <p>The report and presentation gave details about the objectives within the Strategy and the progress being made. It also highlighted how the Vanguard intervention has changed the way that some areas of the service are being delivered and how this has affected the progress of some objectives.</p> <p>Members enquired about the use of private landlords and raised concerns about the costs involved. The Senior Housing Officer (Options) advised the Panel that they have a good network of landlords that they work with closely so that fees and charges for tenants can be re-negotiated where necessary.</p>

	<p>The Panel asked whether there are any empty properties across the Borough that could be re-invigorated for use. The Head of Housing, Revenues & Benefits reported that this option is explored where properties are in areas that will meet customers' needs.</p> <p>It was AGREED:-</p> <ul style="list-style-type: none"> a) that the Senior Housing Officer (Options) be thanked for their very informative presentation; and b) that the Panel notes the content of the report.
Outcome	Complete
Link Officer	Cathy Dawes
<u>Subject</u>	SOCIAL AND AFFORDABLE HOUSING UPDATE
Type of Item	Verbal Update
Action by Panel	<p>The Panel received a brief verbal update from The Head of Housing, Revenues & Benefits on the Social and Affordable Housing Programme. The following updates were provided:</p> <ul style="list-style-type: none"> • Stevenson Court – which is due to be completed at the end of July and officers will shortly be working towards allocating customers into these properties. • Sylvan Court – is on target to complete early in the New Year. <p>The Chairman requested that arrangements be made for Members to visit both Stevenson Court and Collingwood Court to see the success of both of these completed projects.</p> <p>It was AGREED that the Head of Housing, Revenues and Benefits be thanked for the verbal update.</p>

Outcome	Complete
Link Officer	Caroline Newman
<u>Subject</u>	NEW ALLOCATIONS POLICY
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation by the Head of Housing, Revenues & Benefits on the New Allocations Policy.</p> <p>The presentation detailed how the outcomes from the Vanguard interventions have resulted in the need to make changes to the New Allocations Policy.</p> <p>Members were notified of the proposed timetable for drafting the new policy which gives an extended period of consultation to ensure that residents have the opportunity to put forward their views on the new policy.</p> <p>It was AGREED that the Head of Housing, Revenues & Benefits be thanked for their presentation.</p>
Outcome	Complete
Link Officer	Caroline Newman
<u>Subject</u>	REVIEW OF THE WORK PROGRAMME 2016/17
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Operations which reviewed the Panel's Work Programme for 2016/17.</p> <p>The Director highlighted the revisions to the Work Programme which have been made in order to:-</p>

	<p>a) accommodate the drafting and consultation process of the New Allocations Policy; and b) include an overview for Members of the Vanguard interventions when presenting the Council Housing Repairs & Maintenance Report.</p> <p>It was AGREED that the Work Programme for 2016/17 be approved by the Panel.</p>
Outcome	Complete
Link Officer	Paul Doran
MEETING DATE	22 September 2016
<u>Subject</u>	HEALTH UPDATE
Type of Item	Verbal update
Action by Panel	<p>The Panel received a verbal update from the Chairman on local health issues.</p> <p>The Chairman reported that, unfortunately, there has not yet been any improvement in the use of the Fareham Community Hospital.</p> <p>The Chairman also reported that NHS England is currently focussing on producing Multi-year Sustainable Transformation Plans to ensure that health and care services are built around the needs of local populations. The Hampshire Plan is being led by the Chief Officer of the Fareham and Gosport Clinical Commissioning Group. More information should be available on this at the next Panel meeting when Members are due to receive an update from the Fareham & Gosport Clinical Commissioning Group on local health priorities.</p>
Outcome	Complete
Link Officer	N/A – update by the Chairman

<u>Subject</u>	SOCIAL & AFFORDABLE HOUSING
Type of Item	Verbal Update
Action by Panel	<p>The Panel received a verbal update from the Head of Housing, Revenues and Benefits on the Social and Affordable Housing Programme. The following updates were provided:</p> <ul style="list-style-type: none"> • The Council has now taken possession of Stevenson Court. Potential tenants for 13 of the 16 flats have been identified and the first tenants are likely to start moving in after 10 October 2016. Arrangements will now be made for Members to visit Stevenson Court as agreed at the last meeting. • A site visit took place last week to Sylvan Court. The building is looking fantastic and possession will take place towards the end of the year. • Guidance is awaited from central government on longer term future Social and Affordable housing plans as there is an indication that there is a need for a greater variety of tenures to be provided. In the meantime, the Council is continuing to take up the opportunities that arise through Housing Associations. <p>The Chairman advised that as the designs of Sylvan Court and Collingwood Court are very similar, arrangements will be made for Members to view Sylvan Court when it is completed.</p> <p>The Chairman also advised that an Officer/Member Working Party has been set up to review and consider the Council's new Housing Strategy. The Officer/Member Working Party includes the Executive Member for Health & Housing and the Executive Member for Planning. The Panel will be given the opportunity to comment on the outcomes before they are recommended to the Executive.</p> <p>It was AGREED that the Head of Housing, Revenues and Benefits be thanked for her verbal update.</p>
Outcome	Complete

Link Officer	Caroline Newman
<u>Subject</u>	WELFARE REFORM UPDATE
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Head of Housing, Revenues and Benefits which provided an update on Welfare Reforms.</p> <p>It was AGREED that the Panel note the content of the report.</p>
Outcome	Complete
Link Officer	Caroline Newman
<u>Subject</u>	VANGUARD PRESENTATION AND REPORT ON COUNCIL HOUSING REPAIRS & MAINTENANCE
Type of Item	Presentation & Report
Action by Panel	<p>The Panel received a presentation by the Planned Maintenance Manager on changes made as a result of the Vanguard interventions. The presentation highlighted what the building services team do, how they used the 'systems thinking' approach to understand what matters to customers and how to improve and measure performance.</p> <p>The Panel also considered a report by the Director of Operations on Council Housing Repairs and Maintenance covering all aspects of the service delivered to residents for the first quarter of 2016/17.</p> <p>It was AGREED that the Panel:-</p> <p>a) thank the Planned Maintenance Manager for a very informative presentation; and</p>

	note the content of the report
Outcome	Complete
Link Officer	Shaun Barnett & Paul Doran
<u>Subject</u>	TENANCY MANAGEMENT REPORT
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Operations on the performance of Tenancy Services with regard to rent arrears, management of empty homes, anti-social behaviour, estate services and tenant involvement.</p> <p>Members welcomed the reduction in rent arrears to 1.66% of the projected annual rent debit and requested that for future reports, the illustrative graph provided in the report include the previous year's data for comparison purposes.</p> <p>It was AGREED that the Panel note the content of the report.</p>
Outcome	Complete
Link Officer	Jane Cresdee
<u>Subject</u>	REVIEW OF THE WORK PROGRAMME 2016/17
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Operations which reviewed the Work Programme for 2016/17.</p> <p>It was AGREED that the Work Programme for 2016/17 be approved.</p>

Outcome	Complete
Link Officer	Paul Doran
MEETING DATE	17 November 2016
<u>Subject</u>	PRESENTATION FROM FAREHAM AND GOSPORT CLINICAL COMMISSIONING GROUP – LOCAL HEALTH PRIORITIES
Type of Item	Presentation
Action by Panel	<p>Councillor Mrs M Brady declared a non-pecuniary interest in this item as she works as a locum G.P across the Borough.</p> <p>The Panel received a presentation from Dr David Chilvers and Mr Richard Samuel from the Fareham & Gosport Clinical Commissioning Group. The presentation outlined key priorities of the Group, the challenges currently being faced and how the Sustainability and Transformation Plan will enable the NHS to provide better local care.</p> <p>Dr Chilvers explained that the key priorities for Fareham and Gosport focus on staying healthy and preventing ill health, providing integrated care away from the hospital, urgent and emergency care, improving elective care and improving quality and reducing variation. Challenges faced by the Clinical Commissioning Group (CCG) include unsustainable growth in demand for health and care, longevity coupled with increasingly poor health, longer than necessary hospitalisation and difficulties with recruitment and retention of staff.</p> <p>In providing financial context, Dr Chilvers informed Members that the CCG has an annual budget of around £254m and is one of the lowest funded Groups in the country. The CCG buys services from local providers, including Portsmouth Hospital NHS Trust, Southern Health and local GPs and, for the first time in its history, went into budget deficit in the last financial year by around £3.1m. Across Hampshire & Isle of Wight, the gap between available funding and the cost of delivering NHS services is projected to be £577m by 2020/21.</p> <p>The Sustainability and Transformation Plan for Hampshire and the Isle of Wight sets out a vision for the future of health/care services, addressing some of the many challenges currently being faced by changing how care is delivered, driving productivity and efficiency, transforming the workforce, investing in digital transformation and redesigning how the NHS and social care providers work together.</p>

	<p>There followed a question and answer session which provided Members with the opportunity to seek points of clarification on matters raised in the presentation and discuss how plans going forward would impact on Fareham.</p> <p>It was AGREED that Dr Chilvers and Mr Samuel be thanked for providing an interesting and informative presentation.</p>
Outcome	Complete
Link Officer	N/A
<u>Subject</u>	HEALTH UPDATE
Type of Item	Verbal Update
Action by Panel	<p>The Panel received a brief update from the Chairman on local health issues.</p> <p>The Chairman was pleased to report that one of the issues surrounding the use of the Fareham Community Hospital that Members have frequently discussed at recent meetings has been resolved; the Fareham & Gosport Clinical Commissioning Group has agreed to pay a fixed level of funding per year so that the hospital can be used for the benefit of residents and patients 24 hours a day, 7 days a week.</p> <p>There remains an issue with regard to the management and reporting structure at the hospital, but efforts to try and resolve this matter will continue.</p>
Outcome	Complete
Link Officer	N/A
<u>Subject</u>	REVIEW OF FARELETS
Type of Item	Report

Action by Panel	<p>The Panel considered a report by the Director of Operations which provided an update on the FareLets scheme.</p> <p>Members enquired how many empty properties in private ownership have been renovated under the Council's grant scheme to make them habitable for Council leasing. The Head of Housing, Revenues and Benefits agreed to prepare and make this information available to Members.</p> <p>It was AGREED that:-</p> <p>(a) the Panel notes the progress of the FareLets Scheme; and</p> <p>(b) the Senior Housing Officer be thanked for providing a very informative report.</p>
Outcome	Complete
Link Officer	Andrea Howells
<u>Subject</u>	REVIEW OF THE WORK PROGRAMME 2016/17
Type of Item	Report
Action by Panel	<p>The Panel considered a report by the Director of Operations which reviewed the Work Programme for 2016/17.</p> <p>It was AGREED that:-</p> <p>(a) the Work Programme for 2016/17 be approved; and</p> <p>(b) the Director of Operations be thanked for his report.</p>
Outcome	Complete
Link Officer	Paul Doran

MEETING DATE	19th January 2017
<u>Subject</u>	HEALTH UPDATE
Type of Item	Verbal Update
Action by Panel	<p>The Panel received a verbal update from the Chairman on local health issues.</p> <p>The Chairman reported that he attended a meeting of the Fareham & Gosport Clinical Commissioning Group (F&GCCG) recently where on-going issues relating to the Fareham Community hospital were discussed. Problems relating to the management and reporting structure at the hospital have still not been resolved. The F&GCCG will discuss this further at the MP Task Force meeting that is due to be held on 03 February 2017 to discuss possible solutions.</p>
Outcome	Complete
Link Officer	N/A
<u>Subject</u>	HAMPSHIRE JOINT STRATEGY NEEDS ASSESSMENT (JSNA)
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from Darren Carmichael from Hampshire County Council on Hampshire's Joint Strategy Needs Assessment (JSNA) which included a Public Health Update for Fareham Borough Council.</p> <p>The presentation updated the Panel on the key issues that were identified for Fareham in the 2015 JSNA. This included the significant increase in the number of residents aged 85 or over and the corresponding likelihood of them having greater healthcare needs. This increase (and the relative reduction in the working age population) will mean that the role of the voluntary sector will be critical in developing resilience in local communities.</p> <p>The presentation also covered the role of Public Health England in tackling local health priorities, explaining that</p>

	<p>annual health profiles for each local authority are published. These give a good indication of the health issues affecting the population in the area and highlight emerging issues that need to be addressed. Local Priorities for Fareham are alcohol related diseases, cancer, healthy ageing, mental health and influencing health systems.</p> <p>It was AGREED that Darren Carmichael be thanked for his informative presentation.</p>
Outcome	Complete
Link Officer	N/A
<u>Subject</u>	COUNCIL HOUSING REPAIRS AND MAINTENANCE REPORT
Type of Item	Report
Action by Panel	<p>The Panel received a report by the Director of Operations on Council Housing Repairs and Maintenance.</p> <p>Following discussion regarding the provision of a small number of additional off road parking spaces at various locations, Members requested that details of the locations be obtained and appended to the minutes.</p> <p>It was AGREED that Members note the content of the report.</p>
Outcome	Complete
Link Officer	Shaun Barnett
<u>Subject</u>	PRELIMINARY REVIEW OF THE WORK PROGRAMME 2016/17 AND DRAFT WORK PROGRAMME FOR 2017/18
Type of Item	Report

<p>Action by Panel</p>	<p>The Panel considered a report by the Director of Operations on a preliminary review of the Work Programme 2016/17 and the draft Work Programme for 2017/18.</p> <p>Following discussion regarding Central Government funding to tackle homelessness and an unsuccessful bid by the Council to secure a share of this funding it was agreed that an update on Homelessness in the Borough would be provided at the next meeting.</p> <p>Members were encouraged to consider any further items for inclusion on the 2017/18 Work Programme at the next meeting.</p> <p>It was AGREED that Members:-</p> <p>(a) note the Work Programme 2016/17, attached as Appendix A to the report; and</p> <p>(b) give initial consideration to the draft Work Programme for 2017/18 attached as Appendix B to the report.</p>
<p>Outcome</p>	<p>Complete</p>
<p>Link Officer</p>	<p>Paul Doran</p>

**FAREHAM BOROUGH COUNCIL
POLICY FRAMEWORK**

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.

**HEALTH & HOUSING POLICY DEVELOPMENT AND REVIEW PANEL -
PROPOSED WORK PROGRAMME FOR 2017/18**

<u>MEETING DATES FOR 2017/18</u>	
25 May 2017	<ul style="list-style-type: none"> • Review of Work Programme 2017/18 • Health Update • Introduction to the Panel, achievements, priorities & challenges • Annual review of Discretionary Housing Payments
20 July 2017	<ul style="list-style-type: none"> • Review of Work Programme 2017/18 • Health Update • Council Housing Repairs and Maintenance Report
21 September 2017	<ul style="list-style-type: none"> • Review of Work Programme 2017/18 • Health Update • Tenancy Management Report
16 November 2017	<ul style="list-style-type: none"> • Review of Work Programme 2017/18 • Health Update
18 January 2018	<ul style="list-style-type: none"> • Preliminary Review of Work Programme 2017/18 and Draft 2018/19 • Health Update • Review of Farelets • Council Housing Repairs and Maintenance Report
08 March 2018	<ul style="list-style-type: none"> • Final Review of Work Programme 2017/18 and 2018/19 • Health Update • Tenancy Management Report

UNALLOCATED ITEMS –

New Allocations Policy (draft)

New Allocations Policy – consultation results

New Homelessness & Housing Options Strategy (draft)