

FAREHAM

BOROUGH COUNCIL

AGENDA

HOUSING POLICY DEVELOPMENT AND REVIEW PANEL

Date: Thursday, 20 September 2018

Time: 6.00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor Mrs K Mandry (Chairman)

Councillor S Dugan (Vice-Chairman)

Councillors I Bastable

S Cunningham

Mrs C L A Hockley

Ms S Pankhurst

Mrs K K Trott

Deputies: L Keeble

J S Forrest



1. Apologies for Absence

2. Minutes (Pages 5 - 8)

To confirm as a correct record the minutes of the Housing Policy Development and Review Panel meeting held on 19 July 2018.

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. Affordable Housing Update (Pages 9 - 10)

To receive a presentation by the Managing Director of Fareham Housing which provides Members with an update on Affordable Housing.

7. Tenancy Management Report (Pages 11 - 22)

To consider a report by the Managing Director of Fareham Housing on Tenancy Management Performance.

8. Empty Properties Report (Pages 23 - 26)

To consider a report by the Managing Director of Fareham Housing on empty properties across the Borough.

9. Review of the Work Programme (Pages 27 - 30)

To consider a report by the Managing Director of Fareham Housing, which invites the Panel to review the work programme for 2018/19.



P GRIMWOOD
Chief Executive Officer
Civic Offices
www.fareham.gov.uk
26 September 2018

**For further information please contact:
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FAREHAM

BOROUGH COUNCIL

Minutes of the Housing Policy Development and Review Panel

(to be confirmed at the next meeting)

Date: Thursday, 19 July 2018

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor S Dugan (Vice-Chairman)

Councillors: I Bastable, S Cunningham, Mrs C L A Hockley, Ms S Pankhurst
and Mrs K K Trott

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

It was AGREED that the minutes of the Housing Policy Development and Review Panel meeting held on 29 May 2018 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. AFFORDABLE HOUSING UPDATE

The Panel received a presentation by the Affordable Housing Strategic Lead which informed Members of the work that is underway to progress the development of some of the Fareham Housing sites. Further details of the priorities over the coming months was also provided. A copy of the presentation is attached to these minutes as Appendix A.

The presentation also outlined the recently announced government plans to help Local Authorities in areas of high affordability pressure to increase housing supply. The plans include a relaxation of the Local Authority Housing Revenue Account borrowing cap that will allow councils to bid for additional funds if they meet qualification criteria. This is an issue that Members raised concerns about at the last meeting.

It was AGREED that the Panel notes the information contained in the report and the Affordable Housing Strategic Lead was thanked for providing an informative presentation.

7. COUNCIL HOUSING REPAIRS AND MAINTENANCE REPORT

The Panel considered a report by the Managing Director of Fareham Housing which provided an update on Council Housing Repairs and Maintenance.

Members commented that it is very rare that they receive complaints from residents regarding the repairs and maintenance service which is indicative of the good service that is provided.

The Panel sought, and received, assurances that for the larger blocks of flats in the Borough, the same level of support and guidance on fire safety issues is provided to leaseholders as it is for tenants.

It was AGREED that the Panel notes the content of the report.

8. PROPOSED CHANGES TO THE COUNTY COUNCIL FUNDED SOCIAL INCLUSION SERVICES IN FAREHAM

The Panel considered a report by the Managing Director of Fareham Housing which outlined the proposed changes to the County Council funded social inclusion services in Fareham.

The report gave an overview of the current provision of services and provided details of the proposed changes that are currently under public consultation. If implemented, changes will take effect from Autumn 2019.

Following the conclusion of the consultation period, a further report will be brought to the Panel, outlining the options available to Fareham. At the request of Members, this will include information on the 'Housing First' approach to managing homelessness.

It was AGREED that the Panel notes the content of the report.

9. REVIEW OF THE WORK PROGRAMME

The Panel considered a report by the Managing Director of Fareham Housing which reviews the Work Programme for 2018/19.

Members were advised that the Housing Strategy that the Member Working Group has been developing over the last 18 months is now ready for referral to the Executive for permission to go out to consultation. As the Strategy moves through the approval and adoption process, it will be possible to start scheduling some of the unallocated items into the work programme.

Following a general discussion of Housing Association tenancy services, Members requested that Vivid Housing Association be included in the invitation to attend a future meeting of the panel to present an update on services.

It was AGREED that the Work Programme 2018/19 be approved.

(The meeting started at 6.00 pm
and ended at 7.30 pm).

FAREHAM

BOROUGH COUNCIL

Presentation to The Housing Policy Development and Review Panel

Date: 20 September 2018

Report of: Managing Director of Fareham Housing

Subject: Affordable Housing Update

SUMMARY

The purpose of the presentation is to inform members of progress with the Fareham Housing sites, an update on relevant information for affordable housing provision arising from the revised National Planning Policy Framework (NPPF) and other relevant strategic housing matters.

RECOMMENDATION

It is recommended that the Panel Members note the contents of the presentation.

FAREHAM

BOROUGH COUNCIL

Report to Housing Policy Development and Review Panel

Date **20 September 2018**

Report of: **Head of Housing & Benefits**

Subject: **TENANCY MANAGEMENT REPORT**

SUMMARY

This report provides the Panel with information about the housing management services provided by the Neighbourhood Team.

RECOMMENDATION

It is recommended that the Panel notes the information contained in this report.

INTRODUCTION

1. The Neighbourhood Team is responsible for the day to day management of council housing tenancies. The functions provided by the team include the following:
 - Tenancy & Estate Management (General Purpose and Sheltered Housing)
 - Rent Collection
 - Tenant Involvement
 - Right to Buy
 - Mutual Exchanges
 - Tenancy Fraud
2. The team also play a key role with the Planned Maintenance team in the management of our empty properties and adaptations for disabled tenants.

OUR PROPERTIES

3. The Council owns 2381 properties, comprising 1690 general purpose properties and 691 sheltered properties. The stock figure is affected by right to buy sales, re-purchases, new builds, demolitions and other disposals such as sale on the open market or change of use.
4. A breakdown of our properties by size, type and area can be seen at Appendix A.
5. We also own 582 garages which are let to tenants and private residents.

RENTAL INCOME AND RENT RECOVERY

6. Income due from rents for the current financial year is £12.4 million. For most of our tenants, we charge 'social rent' (set using a Government formula and typically 50% of market rent) but for those in new-build or newly acquired properties, an 'affordable rent' (80% of market rent) is set.
7. In addition to the weekly net rent many tenants pay a service charge for the following:
 - (a) Sheltered Housing Management;
 - (b) Sheltered Housing Support;
 - (c) Block Cleaning;
 - (d) Grounds Maintenance;
 - (e) Heating;
 - (f) Water Rates;
 - (g) Communal Laundry facilities; and
 - (h) Mobility Scooter Storage
8. Many of the service charges are currently eligible for housing benefit. However, the charges for sheltered housing support, heating, water and scooter storage are not therefore tenants must pay the full cost of these services.

9. Housing rents and service charges are set and notified on an annual basis. Two thirds of our residents receive full or partial housing benefit which is paid directly into their rent account. We actively encourage tenants who have rent to pay, to set up direct debits and in recent months we have improved our direct debit service to better suit tenant's individual circumstances.
10. Unfortunately, some tenants fall into arrears with their rent and it is a key priority for the Neighbourhood Officers to intervene at the earliest opportunity to prevent these arrears accruing to unacceptable levels. This intervention could be by way of support to maximise income from benefits or provision of budgeting advice. The options for moving to smaller, cheaper accommodation may also be discussed. In most cases, tenants will agree to a mutually acceptable repayment arrangement and Neighbourhood Officers monitor these cases to ensure the arrangement is being kept to.
11. In cases where the tenant does not engage or does not repay rent arrears, legal action is taken through Portsmouth County Court for the recovery of the debt and in extreme cases, possession of the property.
12. Appendix B to this report provides information about the level of rent arrears.

RIGHT TO BUY, REPURCHASES, MUTUAL EXCHANGES

13. Most tenants who hold a secure tenancy for at least 3 years, except those in properties that are designated as sheltered or disabled accommodation, are eligible to purchase their home through the Right to Buy scheme. Tenants claim up to 70% discount off the purchase price subject to a maximum discount amount of £80,900 (this maximum amount increases each year in April in line with the consumer price index).
14. Over the past 12 months, a total of 15 homes have been purchased through Right to Buy; 8 three bed houses; 6 two bed properties and 1 one bed property. Local authorities can keep 30% of receipts from homes which are sold, with the remaining 70% paid to Central Government. These retained receipts must be spent within three years to fund the provision of replacement stock, although the receipts can fund no more than 30% of the cost of a replacement unit. Where a local authority is unable to spend receipts within three years they must be returned to Central Government together with interest of 4% above base rate.
15. These current restrictions are a barrier to delivery of new stock, either through acquisition or new supply. This national problem has been recognised by the Government and is currently consulting on options for reforming the rules governing the use of Right to Buy receipts. In particular, they are considering extending the timeframe for spending the receipt before having to return any unspent sums from 3 years to 5 years. Also, they would increase the cap to 50% build costs in certain circumstances and enable local authorities to "top up" insufficient Right to Buy Receipts with funding from the Affordable Homes Programme.
16. In the last 12 months, we have purchased 6 properties, comprising 1 x 3-bedroom house, 2 x 2-bedroom house, 1 x 2-bedroom flat, 1 x 1-bedroom bungalow and 1 x 1-bedroom flat. Whilst these properties could become subject to Right to Buy, our outlay is protected through the 'Cost Floor Rule' which will reduce the allowable discount amount accordingly and in some cases, will result in no discount being awarded.

17. Tenants who hold a secure tenancy have a right to exchange (swap) their home. The Council has signed up to a national exchange scheme called HomeSwapper and all secure tenants are eligible to apply through the scheme to exchange with another social housing tenant almost anywhere in the country.
18. The HomeSwapper scheme matches applicants' needs and notifies them of potential exchange opportunities. When tenants believe they have identified a property they are interested in, they contact us for our written consent and where there are no issues to be resolved, most exchanges are complete within 4 weeks.
19. In the last 12 months, a total of 29 exchanges took place; a third of these with other exchange parties living outside the Borough.

SHELTERED HOUSING SERVICE

20. The sheltered housing service enables our older tenants to live independently with the security of help being available should it be required. We have 26 sheltered schemes located across the borough, of which 6 are 'core' schemes with designated Sheltered Housing Officers on hand throughout office hours. Tenants in the non-core schemes are supported by a team of Mobile Sheltered Housing Officers. All tenants have the added security of an alarm system which is linked to a central control centre which is staffed 24 hours a day, 7 days a week throughout the year.
21. Many of our schemes have regular social activities, such as coffee mornings, bingo and raffle sessions and tea parties and they also welcome a variety of external speakers to give talks on a range of subjects. Taking part in Fareham in Bloom is also very popular.

TENANCY SUSTAINMENT AND TENANT INVOLVEMENT

22. The team responsible for delivery tenancy services to our residents are split into two distinct teams. The Sheltered Housing Officers, as detailed above are either based at our core schemes or have a geographical patch. Based in the Civic Offices, the five Neighbourhood Officers each have their own geographical 'patch' within the Borough and they provide both tenancy management and estate management to the tenants in their area. The key function of both teams is to support tenants in maintaining their tenancies by ensuring the terms of their tenancy agreements are adhered to.
23. We provide a range of involvement opportunities and consultation events enabling tenants to be involved in the services we provide and to play a key role in shaping and monitoring housing services. To ensure tenants are able to fulfil this vital role, we fund training and allocate resources where necessary.
24. We facilitate a Tenant & Leaseholder forum, which, chaired by a tenant representative, meets five times a year. Generally, between 25-40 attendees come to these meetings therefore work is currently being undertaken to re-invigorate these events to increase attendance.
25. Neighbourhood Officers carry out 16 estate inspections each year. The inspections are carried out of a defined local area and local tenants and leaseholders are invited to attend to discuss local issues of concern and identify action required to remedy these.

26. Tenant and leaseholder representatives assist in the monitoring of block cleaning, grounds maintenance and gas servicing. This information is used to discuss performance with the relevant service provider throughout the term of the contract.
27. We also provide support to a Tenant Editorial Panel who develop and produce regular tenant's newsletters throughout the year.
28. The Council, in partnership with a number of other local housing providers, organises two training events each year for tenants and leaseholders. Each organisation can send up to 10 representatives to each event.

PROVIDING SAFE AND SECURE NEIGHBOURHOODS

29. We want our tenants to feel safe and secure in their homes so tackling anti-social behaviour and the harm that it can cause, is a priority for us. Anti-social behaviour can be described as behaviour that has caused, or likely to cause, harassment, alarm, or distress to others. This includes hate crime, which is when the victim or another person thinks they are being targeted because of their difference or perceived difference.
30. We try and prevent anti-social behaviour through the following actions:
- Carry out checks before anyone is offered a home, such as previous history of anti-social behaviour. We will also look at what support may be needed to be put in place to help tenants meet the terms of their tenancy.
 - Allocate homes sensitively, especially where tenants are vulnerable or have been victims of anti-social behaviour before
 - Offer Introductory Tenancies to new tenants
 - Encourage tenants to resolve minor nuisance and lifestyle issues themselves
 - Carry out estate improvements to increase the level of safety and security
31. Generally, instances of anti-social behaviour are of a low level and will be dealt with easily and quickly. In more serious cases, the team work in partnership with colleagues from the Council's Environmental Health and Community Safety Teams, together with external agencies such as the Police and health services (mental health, drug and alcohol, etc). A range of enforcement options are available in the most extreme cases, such as the issuing of Acceptable Behaviour Contracts or ultimately repossession action through the court.
32. In the last 12 months, 1 tenant has been evicted from their home due to anti-social behaviour.

TENANCY FRAUD

33. Tenancy fraud occurs when one of our properties is occupied by someone who is either legally not entitled to be there or has obtained use of the property fraudulently. Therefore, it is vital that we tackle tenancy fraud to ensure legitimate tenants have access to affordable homes.
34. Some examples of tenancy fraud are:
- Application fraud – a prospective tenant provides false information on their

housing application in order to gain a property

- Right to Buy fraud – a tenant knowingly provides false information when applying to buy their home under the scheme
- Subletting fraud – a tenant rents out all or part of their property to someone else without our knowledge or permission
- Succession fraud – a person moves into a property when the legal tenant either dies or moves away and that person does not have the right to move in

35. Prevention is always better than cure. It can be a very difficult and expensive process to end a tenancy or take action against those who have committed tenancy fraud so stopping fraud in the first place is a key priority for the team.

36. We reduce the risk of fraud by carrying out detailed residency and identification checks on all our tenants. These checks are carried out at different stages of a tenancy, including at the start of the tenancy, changes to sole/joint, assignment, succession and Right to Buy. All reports of sub-letting and abandonments are investigated in full and appropriate action taken. Our Investigation Officer undertakes tenancy audits to check that the authorised tenant is living at the property and obtains photos of tenants and their signatures which are retained on file for the duration of their tenancy.

37. The counter-fraud work carried out within Tenancy Services, including the numbers and outcomes of fraud cases is reported to the Audit & Governance Committee on an annual basis.

38. A recent investigation has identified a fraudulent Right to Buy application. The investigation began in September 2017 and involved a period of directed surveillance which confirmed that the suspect was not residing in a property owned by Fareham Borough Council and which had allegedly been occupied since May 2017. Instead the applicant was living with a partner elsewhere in the Fareham area and had been for a number of years. We now hold evidence which shows that the applicant has also not occupied a previous property which indicates that this fraudulent activity may also extend to a third address, one owned by a Housing Association. Therefore, he has not occupied much needed social housing accommodation allocated to him after he claimed to be homeless, which should have been allocated to someone genuinely in need. The property the applicant intended to purchase through the Right to Buy scheme has now been recovered and we are prosecuting the individual under Section 2 of the Fraud Act 2006 – Fraud by False Representation.

39. A further Council property has been recovered as a result of an investigation concerning non-residency and a homelessness application found to be fraudulent and so the letting of a Council property was prevented.

RISK ASSESSMENT

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

CONCLUSION

41. This report provides panel members with an update about the work of the Tenancy Services team in recent months

Appendices: Appendix A – Council owned homes by size, type and area
Appendix B – Current Rent Arrears

Enquiries:

For further information on this report please contact Caroline Newman. (Ext 4645)

APPENDIX A

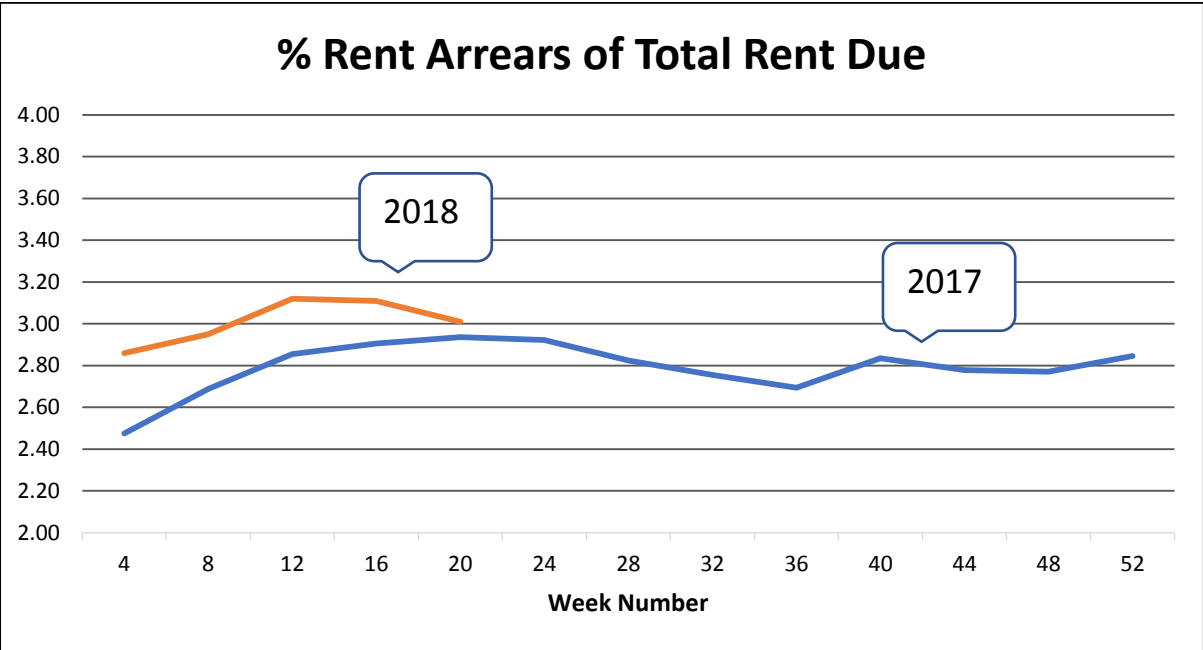
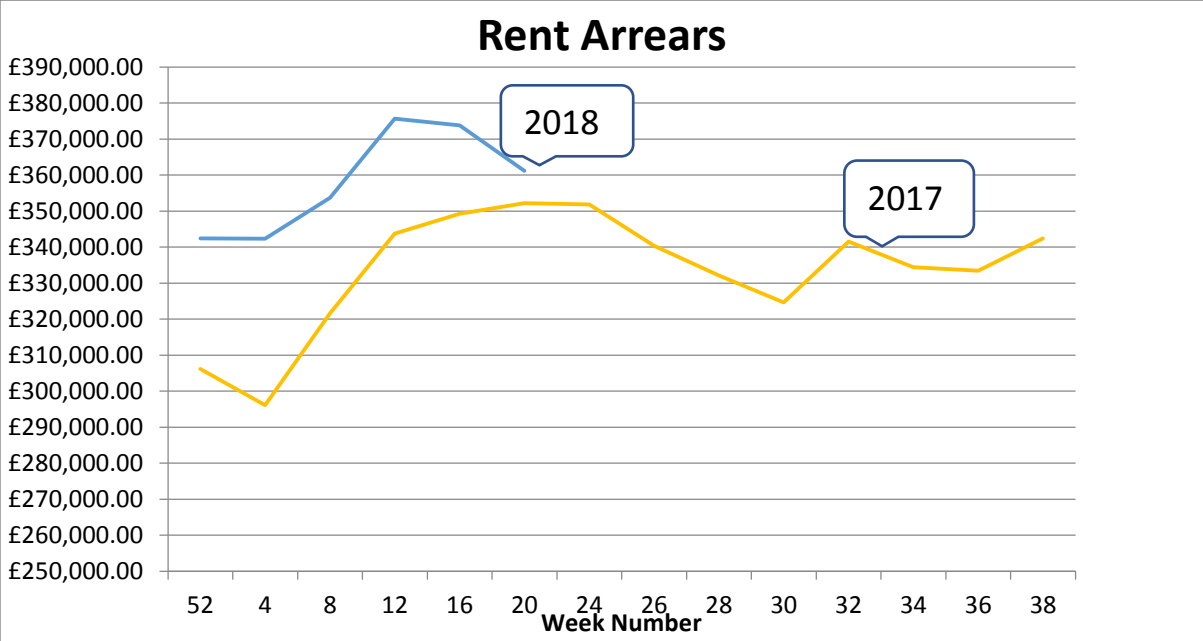
General Purpose

	Fareham North	Fareham South	Locks Heath	Park Gate	Portchester	Salisbury Green	Stubbington	Titchfield	Warsash	Totals
Ground Floor Bedsit Flat	11	12						2		25
Upper Floor Bedsit Flat	27	25						8		60
1-Bedroom Bungalow		33		9	4		18	30	2	96
1-Bedroom Ground Floor Flat	27	41	15		19		10	2		114
1-Bedroom Upper Floor Flat	54	57	10		20		11	2		154
1-Bedroom House								1		1
2-Bedroom Bungalow	3	1			9		2	1		16
2-Bedroom Ground Floor Flat	49			12	53		4	8	6	132
2-Bedroom Upper Floor Flat	51	5		5	58		5	8	5	137
2-Bedroom Ground Floor Maisonette	9	62								71
2-Bedroom Upper Floor Maisonette	48	75			1					124
2-Bedroom House	9	1	2	9	17	6	24	1		69
3-Bedroom Bungalow					1					1
3-Bedroom Ground Floor Flat					1		1			2
3-Bedroom Upper Floor Flat							1			1
3-Bedroom Ground Floor Maisonette							1			1
3-Bedroom House	162	125	19	55	114		54	92	29	650
4-Bedroom House	6	7	1	4	6		2	7	2	35
5-Bedroom House		1								1
Totals	456	445	47	94	303	6	133	162	44	1690

APPENDIX A

Sheltered

	Fareham North	Fareham South	Locks Heath	Park Gate	Portchester	Salisbury Green	Stubbington	Titchfield	Warsash	Totals
Bedsit Flat					14	2	12	2		30
1-Bedroom Bungalow	18	3			14	1	4	9		49
1-Bedroom Ground Floor Flat	53	55	18	5	27	4	49	50	10	271
1-Bedroom Upper Floor Flat	36	69	18	20	33	7	47	56	10	296
2-Bedroom Bungalow	3									3
2-Bedroom Ground Floor Flat	7			3						10
2-Bedroom Upper Floor Flat	12			8	2				1	23
Totals	129	127	36	36	90	14	112	117	21	682



FAREHAM

BOROUGH COUNCIL

Report to Housing Policy Development and Review Panel

Date **20 September 2018**

Report of: **Head of Housing & Benefits**

Subject: **EMPTY PROPERTIES REPORT**

SUMMARY

This report provides the Panel with an update on the activities being undertaken to bring empty properties across the Borough back into use.

RECOMMENDATION

It is recommended that the Panel note the information contained within the report.

INTRODUCTION

1. Section 3 of the Housing Act 2004 requires local authorities to keep under review the housing conditions (including empty properties) in their district with a view to identifying, what, if any, course of action should be taken. Properties become empty for many reasons, for example, those that on the market for sale, the owner is away from home being cared for, waiting for the completion of probate or where renovations are being undertaken.
2. However, there are some homes that remain empty for long periods of time and if left unoccupied, can quickly fall into disrepair, attract anti-social behaviour, encourage vandalism and reduce property values in the neighbourhood.

CURRENT POSITION

3. The Council Tax records (April 2018) currently show there are 741 empty properties in the borough as follows:
 - i. 169 properties – empty for under 6 months
 - ii. 472 properties – empty for more than 6 months (but less than 2 years)
 - iii. 52 properties – require or undergoing major repairs
 - iv. 48 properties – empty for more than 2 years

HOW THE COUNCIL IS HELPING TO RETURN EMPTY PROPERTIES TO USE

4. In 2013, the Council introduced a 'Local Empty Property Premium' equivalent to 50% of (and in addition to) the standard council tax liability for all properties which have been vacant for at least 2 years. All owners are notified in advance of the premium being added to their existing council tax liability and included in this notification, is information relating to the advice and assistance we can provide. This can take the form of advice on selling the property to a private purchaser or developer, letting (either privately or through our Farelets scheme), as well as the provision of information on how and where to get financial help.
5. In some circumstances, an interest free loan will be offered to enable the owner to carry out essential works to a property which they will then lease to the Council until the loan is repaid. A number of properties have been brought back into use through this scheme in recent years.
6. Officers regularly undertake mailshots to owners of empty properties informing them of the options available to them.
7. However, there will be some instances where an empty property is having such a detrimental impact on a neighbourhood that more formal and direct enforcement action is considered where it is evident that owners are unwilling or unable to participate in the voluntary measures detailed above. Whilst Councils have compulsory purchase powers, many take the view that the procedures for this are not practical in the context of empty homes as the approach requires a change in ownership before the issue of

reuse can be addressed. The process can be drawn out and complicated, particularly if the proposed action is opposed¹. Therefore, it is usually more appropriate to pursue an Empty Dwelling Management Order (EDMO), as provided for in the Housing Act 2004, which can bridge the gap between voluntary measures and compulsory purchase powers.

8. The aim of an EDMO is to better manage properties that are deliberately left vacant. The individual property owner will be given the reassurance that the ownership of their property is not threatened and that they are not being dispossessed of their asset. Before deciding to pursue an application to a Residential Property Tribunal, we must consider both the rights of the owner and the interests of the wider community. On one hand, the making of an EDMO would affect the wider community in terms of reducing crime and anti-social behaviour and generally improve quality of life as well as possible improvements in market values and desirability to live in the area near the property. We must also consider the cost of making the dwelling fit for occupation and the cost of maintaining the dwelling once an EDMO is made. On the other hand, we must consider whether interference with the owner's right to quiet enjoyment of the property by making a EDMO is proportionate to the benefits obtained.
9. There are two types of management orders in relation to empty properties – 'interim EDMOs' and 'final EDMOs'. The purpose of an interim EDMO is to enable the local authority to take steps to secure occupation of an empty property with the consent of the owner. A final EDMO is made following an interim EDMO to ensure the property becomes and remains occupied, whether or not the owner of the property consents.
10. Once an EDMO is approved by a Residential Property Tribunal, it will usually last for a maximum period of 12 months. The local authority cannot arrange occupation of the dwelling without obtaining written consent from the owner. Where such consent cannot be obtained, the interim EDMO may be revoked and replaced with a final EDMO. Once in force, it lasts for a fixed period of no more than seven years and the local authority does not require consent of the owner to grant occupation rights to the property during this time.
11. Some properties are exempt from EDMO's, for example, the owner is temporarily resident elsewhere, receiving or providing care (old age, disablement etc) or a serving member of the armed forces. Additionally, properties that are holiday homes, on the market for sale/letting or subject to court orders as part of civil or criminal proceedings are also exempt.

CONCLUSION

12. Officers will continue to take steps to bring empty properties back into use, including the use of enforcement action where appropriate.

Enquiries:

For further information on this report please contact Caroline Newman (Ext 4645)

¹ DCLG Guidance Note on Empty Dwelling Management Orders

FAREHAM

BOROUGH COUNCIL

Report to Housing Policy Development and Review Panel

Date **20 September 2018**

Report of: **Managing Director of Fareham Housing**

Subject: **REVIEW OF THE WORK PROGRAMME 2018/19**

SUMMARY

The Work Programme for the year 2018/19 was reviewed by the Panel at its meeting on 19 July 2018 and is attached as Appendix A.

Members are now invited to further review the Work Programme for the year 2018/19 and add to the Work Programme, as appropriate, any proposed additional items agreed generally by the Panel or put forward by individual Members and accepted by the Panel.

RECOMMENDATION

It is recommended that the Panel approves the programme of items for 2018/19, as set out in Appendix A to this report.

INTRODUCTION

1. At the meeting of the Panel on 19 July 2018, Members reviewed and agreed the Panel's Work Programme for 2018/19. A copy of the 2018/19 Work Programme is attached as Appendix A to this report. Members are now invited to further review the Work Programme.

REVISIONS TO THE WORK PROGRAMME 2018/19

2. There are no revisions to the 2018/19 Work Programme at the present time.

RISK ASSESSMENT

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

CONCLUSION

4. The Panel is invited to review and approve the proposed Work Programme for 2018/19 and, as appropriate, add to the programme any proposed additional items agreed generally by the Panel or put forward by individual Members and accepted by the Panel.

Appendices: **Appendix A** – Housing Policy Development and Review Panel Work Programme for 2018/19

Background Papers:

None

Reference Papers:

None

Enquiries:

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

APPENDIX A

**HOUSING POLICY DEVELOPMENT AND REVIEW PANEL
DRAFT WORK PROGRAMME FOR 2018/19**

<u>MEETING DATES FOR 2018/19</u>	
24 May 2018	Introduction to the Panel, achievements, priorities & challenges Annual Review of Discretionary Housing Payments Review of Work Programme 2018/19
19 July 2018	Affordable Housing Update Council Housing Repairs and Maintenance Report Proposed changes to the County Council funded Social Inclusion Services in Fareham Review of Work Programme 2018/19
20 September 2018	Affordable Housing Update Tenancy Management Report Empty Properties Report Review of Work Programme 2018/19
15 November 2018	Affordable Housing Update Update on Homelessness Update on Fire Issues and Precautions Review of Work Programme 2018/19
24 January 2019	Affordable Housing Update Review of Farelets Council Housing Repairs and Maintenance Report Preliminary review of Work Programme for 2018/19 and preliminary draft Work Programme for 2019/20
07 March 2019	Affordable Housing Update Tenancy Management Report Final Review of Work Programme for 2018/19 and draft Work Programme for 2019/20

Unallocated Items

New Allocations Policy (draft)
 New Allocations Policy – Consultation Results
 New Homelessness & Housing Options Strategy (draft)
 Invitation to a Housing Association to provide an update on services.

