



# Minutes of the Housing Policy Development and Review Panel

*Minutes of a meeting held on 19 July 2012  
at the Civic Offices, Fareham*

**PRESENT:**

Councillor Mrs M E Ellerton  
(Chairman)

**Councillors:** Miss S M Bell, J M Englefield, N R Gregory, T G Knight and  
Mrs K K Trott.

**Also Present:** Councillor B Bayford, Executive Member for Housing

**1. APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor D M Whittingham, (Vice-Chairman).

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Housing Policy Development and Review Panel held on 24 May 2012 be confirmed and signed as a correct record ([hsg-120524-m](#)).

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made no announcements at this meeting.

**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. REVIEW OF THE WORK PROGRAMME FOR 2012/13**

The Panel considered a report by the Director of Community and Streetscene which invited members to review the Panel's Work Programme for 2012/13 (copy of report [hsg-120719-r04-mge](#) circulated with agenda).

It was AGREED that the Panel's work programme for 2012/13, as set out in appendix A attached to the report, be approved.

## **7. COLLINGWOOD HOUSE - UPDATE**

The Panel considered a report by the Director of Community and Streetscene which provided an update on progress being made with the proposal to redevelop Collingwood House and summarised the outcome of the recent tenant and community consultation that had been carried out (copy of report-[hsg-120719-r01-afi](#) circulated with agenda).

The Panel was informed of a correction to paragraph 2 of the report to the effect that the date shown as 12 June 2012 should have read 15 May 2012. It was noted that consultation with tenants had proved very positive and a planning application had been submitted and was due to be considered by the Planning Committee at its meeting in September. The decanting programme was well underway and it was anticipated that 50% of the tenants would have moved to alternative accommodation by the end of August 2012.

It was AGREED that the good progress being made in the project for the redevelopment of Collingwood House be noted.

## **8. HOME IMPROVEMENT AGENCY - UPDATE**

The Panel considered a report by the Director of Community and Streetscene which reviewed the progress and outputs at the end of the first full year of the new working arrangements with the In Touch Home Improvement agency (HIA) and set out the proposed Contract proposals for the service from 2013 onwards (copy of report [hsg-120719-r02-mst](#) circulated with agenda).

It was AGREED that:-

- (a) the Panel note and commend the progress made in delivering the Home Improvement Agency (HIA) service in Fareham; and
- (b) the proposal to enter into a further 3 year contract with Hampshire County Council to jointly fund a Home Improvement Agency and Handyperson scheme from 2013 onwards, be endorsed.

## **9. REVIEW OF THE COUNCIL'S NOMINATIONS POLICY**

The Panel considered a report by the Director of Community and Streetscene which set out the main issues to be considered in the review and proposed the establishment of a working group of members and officers to inform the review process and help form a revised Nominations Policy (attached - [hsg-120719-r03-etj](#)).

Members were informed that the Code of Guidance for the allocation of accommodation, referred to in paragraph 2 of the report, had now been published. It was noted that the intention was for a draft revised Nominations Policy to be prepared for consideration by the Panel at its meeting on 15 November 2012.

The Chairman requested nominations from members of the Panel who wished to join the proposed Member and Officer Working Group. It was proposed that the three elected members on the Working Group would be:- Councillor Mrs M E Ellerton, (Chairman of the Housing Policy Development and Review Panel), Councillor Miss S M Bell and Councillor Mrs K K Trott.

It was AGREED that:-

- (a) a Member and Officer Working Group be established to explore key issues and inform the review of the Nominations Policy; and
- (b) the following three Panel members be appointed to the Working Group:-

Councillor Mrs M E Ellerton  
Councillor Miss S M Bell  
Councillor Mrs K K Trott.

(The meeting started at 6:00pm  
and ended at 6.35pm)