

FAREHAM

BOROUGH COUNCIL

Minutes of the Housing Scrutiny Panel

(to be confirmed at the next meeting)

Date: Thursday, 27 June 2024

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs K Mandry (Chairman)

Councillor (Vice-Chairman)

Councillors: R N Bird, S P Ingram, L J Whittle and Mrs L M Birkett
(deputising for Mrs L E Clubley)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs P M Bryant, Mrs L E Clubley and D J Hamilton.

2. MINUTES

RESOLVED that the minutes of the meeting of the Housing Scrutiny Panel held on 11 April 2024 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. EXECUTIVE BUSINESS

(1) Fareham Borough Council Shared Ownership Policy

There were no comments or questions for clarification in respect of this item.

7. INTRODUCTION TO THE PANEL AND PORTFOLIO SERVICES

The Panel received a presentation by the Director of Housing which outlined the role and function of the Panel and provided an overview of the Housing portfolio services. A copy of the presentation slides is attached as Appendix A to these minutes.

RESOLVED that the Housing Scrutiny Panel notes the content of the presentation.

8. TENANT ENGAGEMENT STRATEGY

The Panel received a report by the Director of Housing which provided Members with an overview of the Draft Tenant Engagement Strategy. The draft Strategy sets out the approach the Council will take to improve how it listens to, and works with, tenants in response to the new regulatory requirements set out by the Regulator of Social Housing.

The Panel discussed whether the Strategy would apply to residents who are on the Housing Register but are currently living in private accommodation. Officers advised that this could be considered but it would be important to manage expectations carefully.

The Panel was supportive of the Strategy and felt that it made a very good start for the Council to expand its engagement with tenants.

RESOLVED that the Housing Scrutiny Panel notes the content of the report and puts forward the comments, as detailed above, to the Executive for consideration.

9. MUTUAL EXCHANGE POLICY

The Panel considered a report by the Director of Housing which informed members of the new Mutual Exchange Policy and Frequently Asked Questions (FAQs) for Council Housing Tenants.

The Panel was supportive of the policy and had no comments or suggested changes to put forward for consideration by the Executive.

RESOLVED that the Housing Scrutiny Panel notes the content of the report and has no comments to put forward to the Executive for consideration.

10. FAREHAM BOROUGH COUNCIL HOUSING TRANSFER INCENTIVES SCHEME

The Panel received a report by the Director of Housing which outlined proposals to develop a new, replacement Housing Transfer Incentive Scheme to help encourage Fareham Housing tenants to down-size and release larger, family-sized homes, and adapted homes, that they no longer need.

The Panel was supportive of the proposals and had no comments or suggestions to put forward for consideration.

RESOLVED that the Housing Scrutiny Panel notes the content of the report and agrees that further work be undertaken to inform the development of a new policy.

11. HOUSING SCRUTINY PANEL PRIORITIES

The Director of Housing presented the proposed scrutiny priorities for the Housing Panel for consideration and invited members to make any suggested additions.

At Councillor Bird's request, it was agreed that a report be brought to a future meeting of the Panel which provides a review of the financial impact of empty Council owned rental properties (Voids), the management and performance of the void process by Fareham Housing and the progress being made by the Housing Team in reducing void periods.

RESOLVED that the Housing Scrutiny Panel considered and reviewed the Scrutiny priorities.

(The meeting started at 6.11 pm
and ended at 6.50 pm).

..... Chairman

..... Date



Roles & Functions of the Housing Scrutiny Panel (Item 7)

June 2024



Role and Functions

- ‘Scrutiny’ = a careful and detailed examination of something in order to get information about it.
- To scrutinise: -
 - The activities and performance of the Executive, Executive Members and Officers
 - Focus on Council Corporate Priorities and Improvement Actions
 - Policy development review (considering things at initial policy development stage)
 - Strategic plans and performance of services
 - External organisations (when relevant)

Consider Executive Business

Standard agenda item: “to consider any item of business dealt with by the Executive, since the last meeting of the Panel”

- Provides transparency on Executive Decisions made by:
 - Meeting of Executive
 - Individual Executive Member
 - Officers (under delegated authority)
- Gives Panel Members the opportunity to comment or ask questions for clarification

Call-In

Formal Call-In:

“Each Scrutiny Panel will exercise the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive or by individual Executive Members and any key decisions made but not yet implemented by officers in exercise of their delegated powers”

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- Members of the Scrutiny Panel can sign a call-in notice (and/or any 3 non-Exec Members from across the Council)
- Advice is you can then either present the case for the call-in, or hear the call-in as a member of the Panel but not both
- Special Scrutiny Panel must convene within 10 working days
- Ask the Executive to reconsider (with reasons), or take no further action

Managing Scrutiny Panel Priorities

- Different from work programmes
- You decide what goes on the plan
- Cancel a meeting
- Create a new meeting

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The Panel can consider what they want to know about

- Standing agenda items
- Cyclical (regular) items

The Housing Service

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1. The Housing Service (overview)
2. Who's Who in Housing
3. Basic understanding of Affordable Housing
4. Further Member training



The Housing Service

- Housing advice, homelessness & rough sleeping
- Housing Register & Allocations
- Tenancy Management for over 2,400 Council-owned homes

2,350
homes for rent

58
Shared Ownership

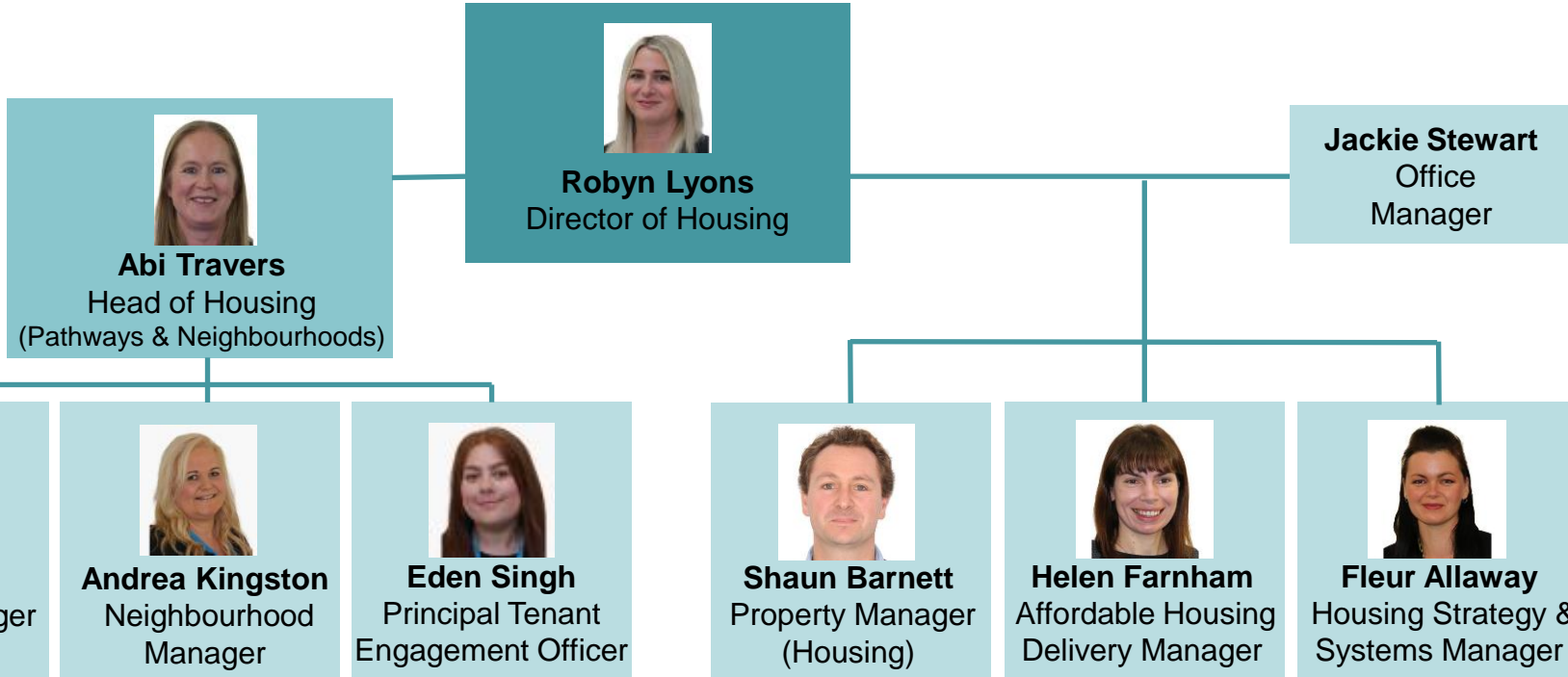
464
leaseholders

- Property maintenance & repairs for Council-owned homes
- Temporary accommodation (tenancy support)
- Council new builds
- Leasehold management
- Liaison/advice to planning on affordable housing matters (e.g. 'housing enabling')



Who's Who

(Housing Management Team)



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8th July 2024

Service Areas

(Housing Management Team)

Abi Travers
Pathways & Neighbourhoods

Robyn Lyons
Director of Housing

Jacqui Dixon
Pathways Team

Andrea Kingston
Neighbourhood Team

Eden Singh
Tenant Engagement

Shaun Barnett
Property Team

Helen Farnham
Housing Delivery Team

Fleur Allaway
Strategy & Systems Team

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- Housing Advice / Options
- Homelessness Prevention
- Homelessness Relief
- Rough Sleepers
- Emergency Acc.
- Temporary Acc.
- Housing Waiting List
- Allocations
- Farelets

- Tenancy Management
- Sheltered Housing
- Tenancy Fraud
- Rent collection & arrears
- ASB
- Mutual Exchanges
- Communal Area Cleaning
- Neighbourhood management

- Tenant Engagement Strategy
- Lead on all tenant engagement activities
- Tenant communication & newsletters

- Council Home...
- Repairs
 - Maintenance
 - Disabled adaptations and extensions
 - Alterations
 - Void works
 - Fire safety
 - Gas, electric checks

- Council new builds
- Affordable Housing monitoring
- Leaseholder services
- Affordable Home Ownership Register
- Enabling (delivery of affordable homes through the planning system)

- Strategy, policy and guidance note development/review
- Housing Management System
- Website improvements
- Data submissions
- Data monitoring
- Efficiency projects
- Other projects

Understanding Affordable Housing

'Affordable Housing' is defined in the National Planning Policy Framework (NPPF)

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For Rent

Social Rent

Affordable Rent

Build to Rent

For Ownership

Shared Ownership

First Homes

Rent to Buy

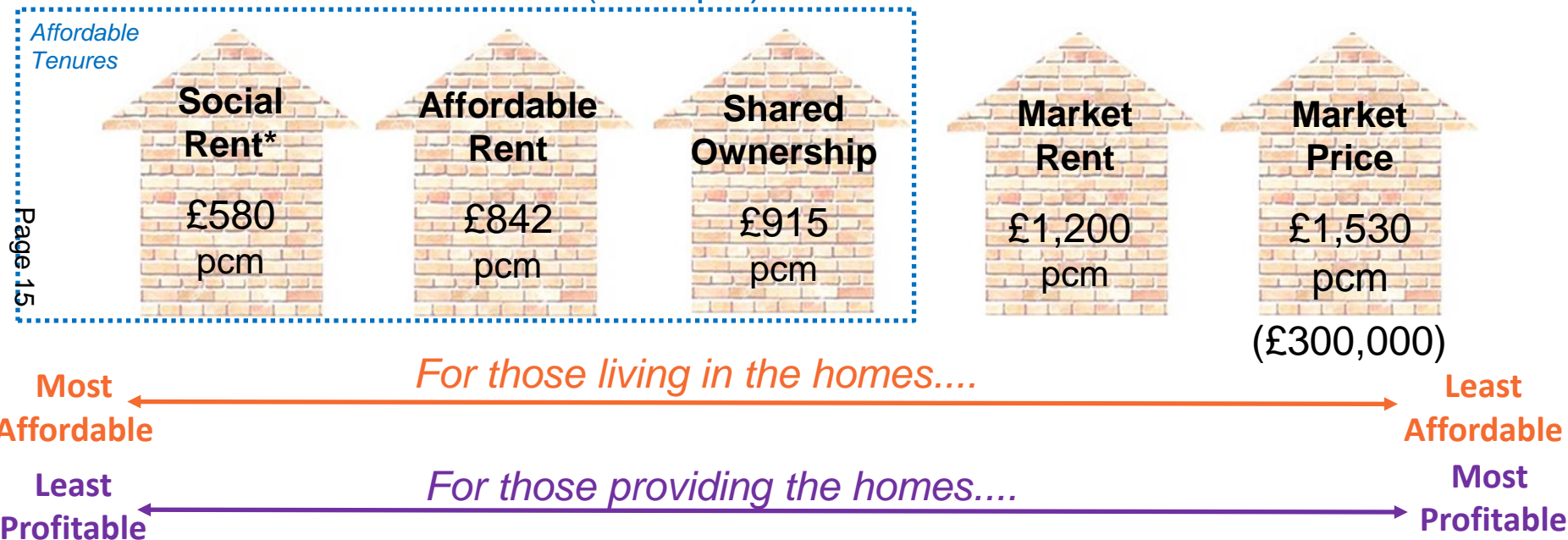

FAREHAM
HOUSING

Waiting List (approx.
600 households)


FAREHAM
HOUSING

How do they compare?

2-bed terrace house in Fareham (example)



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Two training sessions

Affordable Housing Part 1:

Strategic aims, objectives, useful background, and current issues

Thursday

12th September

3.30pm

Affordable Housing Part 2:

Operational overview, regulation and standards, future challenges

Thursday

19th September

3.30pm

Any Questions



