

Report to: Council



Date of Meeting 16 October 2024

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Exemption applied: None

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Housing Review Board – Terms of Reference

Report summary:

The Housing Review Board discussed the Terms of Reference of the committee and highlighted a recommendation that came out of the scrutiny review carried out by the Centre for Governance and Scrutiny to review the terms of reference to provide greater clarity moving forward.

Delivery of the recommendations arising from the scrutiny review is set out in a Scrutiny Improvement Plan endorsed by Cabinet and Council in July, the improvement process being led by the Democratic Services Manager. However, Members could recommend to Council some minor revisions to the Board's ToR now, if they were minded to do so.

The Housing Review Board discussed the terms of reference including the following points:

- It was proposed to recommend to Council to increase the number of Councillors on the HRB from five to seven, to better align with the membership of the other scrutiny committees; the HRB membership would then comprise seven Councillors, five Tenant Members and two Independent Community Representatives.
- Members felt the ToR needed to more clearly set out that the HRB is a scrutiny committee.
- The role of the Independent Community Representatives on the membership needs to be better defined, and appropriate training provided to enable the representatives to contribute fully.
- Members noted the recommendation from the scrutiny review that pre-briefings for Members take place outside of formal meetings and challenged why these were not yet taking place. The Director of Governance and Licensing responded that the recommendation and associated action was set out in the Scrutiny Improvement Plan and would be delivered by the Democratic Services Manager by the date set out within the Plan.

The Housing Review Board recommended to Council that the number of Council Members on the Housing Review Board increase from five to seven with the quorum remaining at four, the purpose being to add additional capacity pending a full review of the Terms of Reference.

A full review of the terms of reference will be conducted by the Chairs and Vice Chairs of the Overview Committee, Scrutiny Committee and Housing Review Board including consultation with councillors in line with the Scrutiny Improvement Action Plan approved by Full Council in July 2024.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Housing Review Board Terms of Reference are amended as follows:

2.4 Housing Review Board (Housing Overview and Scrutiny Committee)

2.4.1 **Membership:** 7 Councillors (subject to the rules relating to political balance/proportionality); 5 tenant and leaseholder representatives; and 2 independent community representatives. The non-councillor members will be co-opted members and shall have the right to vote. Council shall appoint the Chair. The Board will elect its own Vice Chair.

Reason for recommendation:

To add capacity to the Housing Review Board pending a full review of the Terms of Reference as set out in the Scrutiny Improvement Plan.

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