

**Report of the City Solicitor/Director of Housing and Environment**

**Report to Council**

**Date: 15 January 2014**

**Subject: Recommendations from General Purposes Committee - Housing Advisory Board**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

- 1 This report sets out recommendations of the General Purposes Committee relating to the appointment of a Housing Advisory Board, as an advisory committee. The terms of reference for the new Board are set out in appendix 1 to the report.
- 2 It also sets out proposals in relation to appointing members to the Board. The recommendations of the General Purposes Committee were that appointments of co-optees were initially on a staggered 1, 2 and 3 year basis, and thereafter for 3 years, to promote continuity. However, to align terms of office with the municipal year, it is proposed that initial appointments are for the remainder of this municipal year, and that the longer term staggered appointments are made by full Council at its annual meeting in June.

**Recommendations**

- 3 General Purposes Committee recommend that full Council resolve:
  - (a) To appoint a Housing Advisory Board to discharge the functions as set out in the terms of reference attached at appendix 1;
  - (b) To appoint six Elected Members to the Housing Advisory Board;
  - (c) To agree that the Housing Advisory Board may select up to three non-voting co-optees, with some specialist skill or knowledge which would be of assistance to the Housing Advisory Board, to be appointed for a term of office which relates to a particular issue;

(d) That the quorum for the Board be 4, including two Councillors and 1 tenant/leaseholder voting co-opted member.

4. Full Council are asked to appoint the following Members to the Housing Advisory Board:

<b>Labour</b>	<b>Liberal Dem</b>	<b>Cons</b>
Cllr P Gruen (Chair)	Cllr Jonathan Bentley	Cllr Barry Anderson
Cllr Alison Lowe		
Cllr Kamila Maqsood		
Cllr Paul Truswell		

5. Further to the recommendation of General Purposes Committee that full Council co-opt

- Three tenants/leaseholders
- Three people who are independent of the Council

as voting members of the Housing Advisory Board for the terms of office indicated in the report submitted to that committee, full Council are asked to co-opt those named in the table below as voting members of the Housing Advisory Board, with a term of office up to the annual meeting in 2014 (with the intention that the terms of office will be reviewed at that meeting):

<b>Tenant/Leaseholder</b>	<b>Independent representative</b>
David Atkinson	Timothy Woods
Ted Wilson	Matthew Walker
Jo Hourigan	Andrew Feldhaus

## **1 Purpose of this report**

- 1.1 This report presents recommendations from the General Purposes Committee to full Council, relating to the appointment of a Housing Advisory Board.
- 1.2 It asks full Council to appoint the Board, and also appoint the members of the Board.

## **2 Background information**

- 2.1 The Executive Board on 19 June 2013 resolved to integrate housing management within the Council's Environment and Housing directorate. The meeting considered a report from Director Environment and Housing setting out implementation arrangements and outlining the proposed governance structures to be put in place, which included a Housing Advisory Board.
- 2.2 General Purposes Committee is authorised to proposals to amend the constitution and make recommendations to full Council. At their meeting of 11 November 2013, the General Purposes Committee (after considering a report from the Director of Housing and Environment, which set out recommendations from the Executive Board) resolved to recommend to full Council to appoint a Housing Advisory Board.

## **3 Main issues**

- 3.1 It is proposed that a Housing Advisory Board is appointed by the Council as an advisory committee under Section 102(4) Local Government Act 1972.
- 3.2 The role of the proposed Board would be to consider and make recommendations to the Executive about major decisions and policies regarding the housing management service. All major decisions and policies regarding the new housing management service will be directed through the Board who will in turn make recommendations to the Executive for agreement. The Director of Environment and Housing will also seek direction from the Board on major decisions affecting the service. The terms of reference for the Board are set out in appendix 1 to this report.
- 3.3 The Director of Housing and Environment advised that the principles which will inform the work of the Board will include:
  - The best quality housing service should be delivered to all Council tenants;
  - the service should be built around the needs of tenants, with a more locally focused approach to delivery where possible
  - There should be clear accountability in decision making;
  - Services will provide value for money;
  - Services will be informed by, and be responsive to, local need;
  - There will be consistency in policy direction;
  - There will be no or minimal duplication of front line services; and
  - Services will draw on the best expertise available.
  - A commitment to driving real action and change to improve services in

communities;

- Openness and transparency in the way in which the Board carries out its work;
- Inclusiveness in the way that it engages with tenants, other service users and the public.

3.4 It is proposed that full Council appoint six Elected Members to the Board. Advisory committees are subject to political proportionality provisions.

3.5 It is also proposed that following are appointed as co-opted voting members of the Board:

- Three tenants/leaseholders
- Three people who are independent of the Council and who can bring particular experience to the Board.

3.6 The recommendations of the General Purposes Committee were that appointments of these co-optees were initially on a staggered 1,2 and 3 year basis, and thereafter for 3 years, to promote continuity. However, to align terms of office with the municipal year, it is now proposed that initial appointments are for the remainder of this municipal year, and that the longer term staggered appointments are confirmed by full Council at the annual meeting in June.

## **4 Corporate Considerations**

### **4.7 Consultation and Engagement**

The Director of Housing and Environment advised that as well as consideration by the Executive Board, consultation was carried out with a number of citywide strategic partners including a shadow Housing Advisory Board, which includes relevant Executive Members and tenant representatives. This helped shape the role of the Board and the process for nominating members.

### **4.8 Equality and Diversity / Cohesion and Integration**

4.8.1 As a local authority committee, the Housing Advisory Board will have to meet public sector equality duties.

### **4.9 Council policies and City Priorities**

4.9.2 The Director of Housing and Environment advised that the Board will help drive delivery of best council and City Priority Plan objectives. It will have a role to play in developing an enterprising council and will link closely to existing partnership bodies.

### **4.10 Resources and value for money**

4.10.1 The Director of Housing and Environment advised that the proposed governance structure is based on the right arrangements to deliver high quality, efficient services that offer value for money to Leeds' taxpayers and tenants.

### **4.11 Legal Implications, Access to Information and Call In**

4.11.1 The Director of Housing and Environment advised that the recommendation takes full account of the updated guidance for Councils considering the future of their ALMO housing management services, published by the Communities and Local Government Department (CLG) in December 2011.

4.11.2 The usual access to information provisions and procedural provisions will apply to the Board, as a formal council advisory committee. Meeting decisions will be made by simple majority, with the chair having a casting vote in the event of an equality of voting.

4.11.3 The appointments to the Board will be made in accordance with arrangements under S17 Local Government and Housing Act 1989.

4.11.4 This report does not contain any exempt or confidential information. It is not subject to call-in.

#### **4.12 Risk Management**

4.12.1 The Director of Housing and Environment advised that the Board will develop its own risk register.

### **5 Conclusions**

5.1 The Director of Housing and Environment advised that a Housing Advisory Board will provide strong leadership and support to housing management policy and practice. Full Council are asked to consider the recommendations of the General Purposes Committee, in this respect.

### **6 Recommendations**

6.1 General Purposes Committee recommend that full Council resolve:

(a) To appoint a Housing Advisory Board to discharge the functions as set out in the terms of reference attached at appendix 1;

(b) To appoint six Elected Members to the Housing Advisory Board;

(c) To agree that the Housing Advisory Board may select up to three non-voting co-optees, with some specialist skill or knowledge which would be of assistance to the Housing Advisory Board, to be appointed for a term of office which relates to a particular issue; and

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6.3 Further to the recommendation of General Purposes Committee that full Council co-opt

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**7 Background documents<sup>1</sup>**

7.1 None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.