

Public Document Pack

THE EXECUTIVE

Monday, 21 September 2015 (10.00 am)

Please find attached, the report marked “**TO FOLLOW**” on the Executive agenda, which was not received by the agreed cut-off time.

13 **HOUSING SERVICES BOARD** (Pages 1 - 8)

To submit the report of the Director of Community.

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	21 September, 2015
Subject:	Housing Services Board
Portfolio Holder(s):	Councillor Aled Morris Jones
Head of Service:	Shan Lloyd Williams – Head of Housing Services 01248 752201 ShanWilliams@anglesey.gov.uk
Report Author: Tel: E-mail:	Gwen Carrington – Director of Community 01248 752706 GwenCarrington@ynysmon.gov.uk
Local Members:	

A –Recommendation/s and reason/s
<p>Recommendation: The Executive Committee is requested to approve establishing the Housing Board.</p> <p>Reason: Establishing the Housing Board involves strengthening governance arrangements for the Housing Revenue Account following its becoming self-funding from April 2015 as well as ensuring that strategic housing matters are integrated across the Council’s main priorities and areas of activity.</p>

B – What other options did you consider and why did you reject them and/or opt for this option?
<p>Other options considered:</p> <p>Option 1: Establishing a Housing Revenue Account [HRA] Governance Board– the SLT felt that wider strategic housing matters need to be addressed as opposed to HRA matters only.</p> <p>Option 2: Establishing a Housing Board comprising officers only – it was felt that Elected Member representation was needed on the Board and that this would reflect the membership of other Boards within the Council, as exemplified by the Council’s transformation boards.</p> <p>Option 3: Establishing the Board with representation from Tenants as well as Staff and Elected Members, similar to a Housing Association Governance Model. Upon consideration it is proposed that the current tenants network should be strengthened and outcomes and recommendations should feed into the discussions of the Housing Board. This could be</p>

revisited in time as part of the process for reviewing the Terms of Reference for the Board. This arrangement would be consistent with the Council's Transformation Boards.

Option 4: Establishing the Housing Board with Elected Member and staff representation as referenced within the Report. This is the option being recommended to the Executive Committee.

C – Why is this a decision for the Executive?

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D – Is this decision consistent with policy approved by the full Council?

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DD – Is this decision within the budget approved by the Council?

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E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	
8	Scrutiny	
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)

1	Economic	
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2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

FF - Appendices:

G - Background papers (please contact the author of the Report for any further information):
<p>Terms of Reference – Housing Service Board Governance Chart – Housing Service Board</p> <p>Please contact Shan Lloyd Williams, Head of Housing Services for further information (ShanWilliams@anglesey.gov.uk).</p>

TERMS OF REFERENCE HOUSING SERVICES BOARD

1.0 Context

The Council recognises the important contribution housing services has for the delivery of its core responsibilities for the citizens of the Isle of Anglesey. This is reflected in the Corporate Plan adopted by the Council.

Members and officers have reviewed progress across its key priorities programme as part of the Corporate Plan implementation programme. The processes adopted have included consideration of shared learning and further consideration of changing requirements and expectations.

Such changes include the increasing financial pressures faced by the council, the impact of welfare reform and the opportunity to extend and be ambitious given the opportunities and challenges afforded by the considerable investment anticipated with the Energy Island programme.

The recent changes as a result of the self-financing of the Housing Revenue Account are the most significant changes to housing funding arrangements for 25 years and emanate from the Housing Act (Wales) 2014.

This means that there will be a substantial increase in the funding available for investment in our housing stock and we shall also be able to begin developing Council houses along with realising some of our broader aims such as tackling poverty, increasing housing options, employment growth and economic regeneration.

The significant opportunities afforded by these programmes highlights the importance of having robust information systems and the effective coordination and deployment of the Council's collective resources.

When considering the learning of managing programmes across services the SLT is of a view that there is additional opportunity to maximise effectiveness across council business and alignment of housing related issues with other priority programmes.

Towards the end of March 2015 the SLT were in agreement regarding the appropriateness of establishing a Housing Board.

The purpose of the Housing Board will be to facilitate the identification, alignment and effective implementation of housing related services across council business as it delivers within the Council's Transformation Programme.

The increased focus facilitated by the Board will assist the SLT to maximise effectiveness of resources - financial and workforce across complex work programmes. This will help make sure that opportunities are fully exploited across services taking account of the tight timescales and plethora of external scrutiny arrangements engaged with such programmes.

2.0 Purpose

- 2.1 The Board will have an advisory function and will not change the scheme of delegation or the adopted decision making processes within the council. The ultimate decision maker is the Council via its Executive or full Council as required, in accordance with the Council's Constitution and / or by law.
- 2.2 As a whole, the Board represents the collective interest of the key determinants on Housing and inter-relationship of Housing with all Council's services.
- 2.3 The Board will assist and inform the direction of the HRA business Plan and other key housing related strategic documents will make recommendations to the Senior Leadership Team and Executive Committee ensuring contribution, alignment and delivery of the Council's Corporate Plan.
- 2.4 The Housing Board does not replace the delegated authority given by the Executive Committee and Chief Executive to the Senior Leadership Team and respective Heads of Service detailed within the Council's Constitution.
- 2.5 One of the principal priorities of the Board during its first year will be to ensure Welsh Government regulatory requirements in relation to the HRA are met.

3.0. Role

- 3.1 Ensure that the vision and objectives of the Housing Revenue Account (HRA) Business Plan and Local Housing Strategy (LHS) and other key housing related documents are clear, well communicated and that they align with the corporate priorities.
- 3.2 Comment on and recommend HRA and LHS priorities and associated plans, submitted by the Business Manager and / or Strategic Lead Officers to SLT and Executive Committee Members, for approval.
- 3.3 Apply impartial scrutiny of reports, highlighting opportunities, potential benefits and inter-dependency with other Service Business plans to assist the Council's decision making process any identify risks or issues likely to escalate or not already logged in the service's risk register.
- 3.4 Facilitate the effective strategic direction across the Housing Services work programmes with the Council's other key programmes and workstreams including:- Energy Island Programme, Wylfa newydd, VVP, Housing led-regeneration plans, tackling poverty and Welfare reform, corporate asset management strategy, responding to the accommodation needs of groups such as gypsies and travellers and vulnerable client groups such as mental

health, ex-service personnel, care-leavers, people with disabilities and older people.

- 3.5 Ensure that the Housing strategic documents developed reflect housing need on Anglesey and align with key documents including LDP, LHMA and other needs assessments.
- 3.6 Endorse the new Council Housing Development Strategy and recommend development standards. Review standards as and when necessary.
- 3.8 Contribute to robust financial viability and scheme prioritisation arrangements in relation to the HRA and across council business recognising the opportunities and impact of housing related programmes e.g. school modernisation programme & Energy Island.
- 3.9 Consider the impact of legislative changes announced by Welsh Government to housing policy and act as a consultation forum with regard to changes required across council business.
- 3.10 Ensure that the services which are provided for our tenants and leaseholders comply with the expected standards of the Council's Customer Service Charter and that tenant participation and community involvement arrangements are firmly embedded and form a key part of the decision making process of the HRA Business Plan.

4.0 Membership

Core Members:-

Deputy Chief Executive
Section 151 Officer
Head of Housing Services
Finance Manager (Social Care and Housing)
Housing Services Business Manager
Member representation (Consideration Portfolio leads Housing & Social Services / Economy)

- The Chair will be elected at the first meeting of the Board / or if aligned to the Transformational Boards structure - chaired by a Deputy Chief Executive

The following officers would be invited to attend meetings dependant on subject:-

Revenue & Benefits Manager
Head of Economic and Community Regeneration
Joint Planning & Policy Unit Manager
Senior manager from Adults or Children Services
Senior manager from Highways, Property and Waste management
Senior manager from Public protection

Senior manager from Education

The Chair has authority to invite new and change the Board's Membership as he/she deems fit. Members may delegate attendance to other officers if they are unable to attend.

Attendance by representatives from internal stakeholder groups, project deliverers or other interested parties to make presentations, or attend for specific Agenda items, is at the discretion of the Chair.

5.0 Meetings

During the first year the Board will meet on a monthly basis. The agenda, along with the associated documents will be sent to each member at least 3 clear days before the meeting. There will be an opportunity to raise any other urgent matters having informed the Chair at the beginning of the meeting.

6.0 Quorum

Business will not be discussed in the meeting unless a third of the members are in attendance.

7.0 Accountability

The Board will make recommendations to the:-
Executive Committee and the Senior Leadership Team as the needs arise.
Scrutiny Committees as the need arises
The Internal Transformation Board
The Housing Services Management Team

8.0 Review of the Terms of Reference

The Terms of Reference will be reviewed and approved in the first meeting of the Board and adopted as soon as possible after that. It will be reviewed annually.

