

TENANTS' & LEASEHOLDERS' PANEL
2 April 2012

Lead Officer: Executive director of adult services, health and housing

Wards: All

Agenda Item: 8

Subject: - Tenants' & Leaseholders' Panel – Constitution

1. RECOMMENDATIONS

- 1.1 The Panel is asked to note the current constitution and to suggest proposals for future amendments. Any proposed changes will be considered in line with the current review of the resident involvement framework.

2. SUMMARY

- 2.1 This report summaries the terms of reference of the tenant and leaseholder panel and in particular the role of both resident and councillor members. It also seeks the panel's suggestions for amendments to the panel's constitution.

3. BACKGROUND

- 3.1 The Tenants' & Leaseholders' Panel was established in 1990 to enable representatives from residents' associations across the borough to come together and raise common issues with senior officers and councillors.
- 3.2 During subsequent years the role of the panel has evolved in line with changes to the council's resident involvement framework. With recent changes to the regulatory requirements, especially the introduction of tenant scrutiny, the role of the panel needs to be reviewed.

4. DETAIL

- 4.1 The constitution of the panel was last reviewed in 2004. See revised constitution **Appendix 1**.
- 4.2 As can be seen from this constitution the terms of reference for the panel focus on policy issues which affect all tenants and leaseholders. It provides an opportunity for tenants and leaseholders to express their views and influence decisions affecting the delivery of housing services across the borough.

- 4.3 Membership consists of tenants and leaseholders elected from the Community Housing Panels and the specialist panels. In addition seven councillors (4 majority and 3 minority) are nominated by their respective parties to attend as non-voting members. Council officers also attend as non-voting members.
- 4.4 Meetings are chaired by residents and agendas agreed with the chair and vice chair. The meetings are serviced by Democratic Services. The role of tenant and leaseholder panel resident members is to raise issues from their respective panels, comment on or agree housing strategies and policies.
- 4.5 It is the councillors' role to advise tenants and leaseholders on council policy and strategy, listen to the views of tenants and feed these views back to the Cabinet or their respective parties.
- 4.6 This is a resident led meeting and the chair and vice chair of the panel are elected annually from amongst resident members. It is the role of the chair to ensure that resident members of the panel are given priority to speak. Councillors and officers should be invited by the chair to answer questions or advise the panel as required. Observers can attend the meeting but may only take part in the discussion or ask questions at the discretion of the chair.
- 4.7 All parties present are required to adhere to the code of conduct for residents' meetings which is attached as **Appendix 2**. This code empathises the need for mutual respect and partnership working between residents, councillors and officers.

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