

**CROYDON HOUSING IMPROVEMENT BOARD
TERMS OF REFERENCE & MEMBERSHIP**

NAME	Croydon Housing Improvement Board
DATE	January 2022
CHAIR	Martin Wheatley
FREQUENCY	Frequency to be determined by the Chair, in consultation with Board Members and the Cabinet Member for Housing or such other member as has portfolio responsibility for Housing.
MEMBERS	<ul style="list-style-type: none"> • Independent Chair (Martin Wheatley) • Tenant representative (Les Parry) • Tenant representative (Ishia Beckford) • Regina Road representative (Fahad Eisa) • Chair of Tenants & Leaseholder Panel (Yaw Boateng) • Croydon Improvement & Assurance Panel Representative (Phil Brookes) • London Councils representative (Eloise Shepherd) • Representative of voluntary & community sector in the area(s) of family support &/or, housing experience &/or equality and diversity (TBC)
IN ATTENDANCE	<p>Leader of the Council Cabinet Member for Homes Opposition Cabinet Member for Homes Interim Corporate Director, Housing</p> <p>Other invitees as required at the Chair's discretion.</p>

PURPOSE	<p>The Croydon Housing Improvement Board is an independently chaired body which reports and makes recommendations to Cabinet. Feedback from the Board will shape the development and implementation of the Housing Improvement Plan. The Board oversee the delivery of the CHIP by reviewing performance against a plan of action approved by Cabinet.</p> <p>Through their regular meetings the Board will support and challenge the implementation of the CHIP which aims to deliver an improved housing service for local residents, with strengthened governance and management controls, improved tenancy engagement and robust asset management plans, measured by key</p>
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	<p>performance indicators, to ensure council housing across the borough is safe, warm and decent for our residents.</p> <p>The Board will provide challenge and external oversight that ensures council officers deliver the outcomes of the CHIP. The Board will pay particular attention to the Regulator for Social Housing (RSH)'s standards and make recommendations to Cabinet to assist the Council to ensure it resolves the current breach and regains the confidence of both the Regulator and council tenants.</p> <p>The Board will review the impact of the Croydon Housing Improvement Plan through the use of data, showing progress against clear, measurable objectives within the plan. The Board will receive reports as to progress.</p>
ELECTION OF VICE CHAIR	The Board will nominate and agree a vice-chair from its membership who can deputise in the absence of the chair.
ROLE OF BOARD	<ol style="list-style-type: none"> 1. Influencing development of the Croydon Housing Improvement Plan (CHIP) and recommending it to Cabinet for approval. 2. The Board will make recommendations to Cabinet on actions to consider to ensure the delivery of the CHIP and achievement of sustainable improvement within the agreed timescales and cost. 3. Provide challenge and opportunities to ensure that actions taken meet the improvement outcomes that are required of the Council. 4. Ensure that the Council hears, understands, and responds to lived experience of residents housed within the borough. 5. Ensure the Council is constantly seeking to learn from best practice elsewhere and builds a learning methodology into its improvement work. The Board to invite external advice where relevant. 6. Report at a minimum of annually to Cabinet on its work.
ACCOUNTABILITY & REPORTING RELATIONSHIPS TO OTHER BODIES	<p>The Board will report to Cabinet.</p> <p>The membership of the Board are able to invite members of another relevant body or board to attend a meeting to inform the discussion on an agenda item.</p>

	<p>The Board will provide a layer of independent engagement and accountability for the Council in relation to the development and implementation of measures to improve its housing service. It does not preclude or prevent Scrutiny & Overview or GPAC from fulfilling the duties as described in the Council Constitution. The Chairs of both committees will be invited to attend the Board.</p>
<p>REPRESENTATIONS FROM MEMBERS OF THE PUBLIC</p>	<p>The Board will be able to receive representations from members of the public and have question and answer sessions.</p> <p>Questions or representations which relate to a current planning or licensing matter or any matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment shall not be permitted. In addition, questions/representations shall not be received or responded to where they pertain to anticipated or ongoing litigation, conciliation or mediation or any employment or personnel related issues or disputes. A named member of staff shall not be the subject of a question/representation.</p>
<p>MEMBERSHIP OF THE BOARD</p>	<p>Recommendations for changes to membership of the Board can come from the Board or the Council attendees listed above and will be proposed to the Corporate Director for Housing for consideration in consultation with the Cabinet Member for Housing or such other member with portfolio responsibility for Housing for decision.</p>
<p>BOARD MEETINGS</p>	<p>Frequency to be determined by the Chair, in consultation with Board Members and the Cabinet Member for Housing or such other Member as has portfolio responsibility for Housing. Meetings will be held in public and will be up to two hours in duration.</p>
<p>STANDARD AGENDA ITEMS</p>	<p>Agenda to be set by the Chair as they see fit.</p>
<p>SUPPORT TO BOARD</p>	<p>The Corporate Director, Housing, will provide appropriate officer support for the Board.</p>
<p>REVIEW & AMENDMENTS TO TERMS OF REFERENCE</p>	<p>The Board will conduct an annual review of its progress to ensure it is meeting its aims and adding value to the improvement work of the housing directorate presented to Cabinet. Changes to the Terms of Reference may be proposed by the Board or Council at any time. Any changes will be subject to approval of the Corporate Director for Housing in consultation with the Cabinet Member for Housing or such other member as has portfolio responsibility for Housing and reported into Cabinet.</p>

DECLARATIONS OF INTEREST	All members of the Board will be expected to abide by the Seven Principles of Public Life (the Nolan Principles) and all relevant Codes of Conduct applicable to their appointment and any interests declared by Board Members will be recorded in the minutes.
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