

~~Annexe 3 – Landlord Services Advisory Board Terms of Reference~~

**HOUSING LANDLORD SERVICES ADVISORY BOARD**

The Council has established a Landlord Services Advisory Board under the Executive Working Group protocol to promote tenant and leaseholder engagement in decisions relating to the Council's housing stock and to provide assurance of the Council's commitment to the Charter for Social Housing Residents.

The Board will consist of:

- The Executive Co-Portfolio Holder with responsibility for Housing (Operations) (Chairman)
- ~~Three~~ Four non-Executive members (politically balanced where possible)
- ~~Three~~ Four co-opted members, two of which will be Waverley tenants, and ~~one~~ two which will be a Waverley lease-holders. The Vice-Chairman will be elected from the co-opted members.

Co-opted members of the Board will be selected from the Tenants Panel (via application and interview process) during year 1, with arrangements for elections of co-optees to be developed and agreed by the Board by the first anniversary of its constitution.

Substitutes are not permitted.

The Board will normally meet ~~5 times a year~~ once a month, except the month of August, co-ordinated with meetings of the Overview and Scrutiny Committees and Executive, but the Chairman may call ad hoc meetings as required.

Meetings of the Board will normally meet in ~~the absence of the press and public, unless the Board agrees alternative more flexible arrangements for part or all of its meetings.~~

**Specific terms of reference**

The Landlord Services Advisory Board will receive reports on matters relating to the Council's landlord functions. These will include:

- The HRA Business Plan and budget, the Housing Delivery Programme, and the Housing Service Plan
- Other matters relating to the delivery of the housing landlord function, with an emphasis on meeting the requirements of the Charter for Social Housing Residents
- Reviews of existing policies or the introduction of new policies relating to or affecting Council's tenancies
- Matters relating to tenant scrutiny and challenge as part of delivering co-regulation of the housing landlord service
- Performance of the housing landlord function

Where those reports relate to items which will be submitted to the Council's Executive or to the Co-Portfolio Holders for Housing exercising their delegated authority, the comments and recommendations of the Landlord Services Advisory

Board will be submitted to the Executive or Co-Portfolio Holders for Housing with the officer report.

The Landlord Services Advisory Board has an advisory role only and cannot itself take decisions.