

Name of the group: Homelessness & Housing Delivery Task Group

## **Draft Revised Terms of Reference**

### **Timescale and delivery expectations**

The expectation is that the group will meet quarterly. The group may wish to meet more frequently whilst the 2024-2029 Homelessness and Rough Sleeper Strategy is being prepared. The group will examine proposals that seek to respond to homelessness and rough sleeping locally and give feedback / make recommendations to the Environment and Community Panel. There will be a particular focus on the Council's role in supporting the delivery of affordable housing, other housing supply matters and preventing homelessness.

The group will also monitor the council's performance in relation to the Homelessness and Rough Sleeping action plan of the Homelessness and Rough Sleeper Strategy on an ongoing basis.

### **Task Group Status**

It was proposed by the Environment and Community Panel that the group would be established on a formal basis. In this regard, the group members will undertake (with the support of officers including Democratic Services) to:

- Appoint a chairperson.
- Participate in meetings.
- Prepare / agree meeting agenda items.
- Agree and publish agendas.
- Meet in public – except for reasons including commercial sensitivity, or details appertaining to another organization.
- Complete and publish minutes of meetings held.

### **Membership**

The task group will be made up of five members, who are representative of, proportional to, the Council's political composition. Group Leaders will nominate members to the group.

### **Officers**

The following Officers will attend and provide advice to the group:

- Housing Services Manager,
- Senior Housing Manager,
- Where appropriate, other officers and specialists who might be invited to present material at a meeting.

The Assistant Director of Regeneration, Housing and Place will attend when required.

## **Purpose / role of the group**

The purpose of the group is to examine and determine appropriate policy and practice proposals to the Council's Environment & Community Panel.

The task group will look at the following key areas:

- The requirements of the national strategy 'Ending Rough Sleeping for Good September 2022'
- The suitability of Council's emerging Homelessness and Rough Sleeper Strategy.
- The effectiveness of the Council's commissioned services in relation to preventing and responding to homelessness.
- The Council's policy on the use of Discretionary Housing Payments and other council funds in relation to homelessness prevention (in conjunction with relevant Portfolio and Directorate member)
- Recommendations for new approaches, taking into account government guidance and recent advice from Department for Levelling Up, Housing and Communities specialists.
- Scrutinise and review the Council's existing approaches to the delivery of affordable housing and wider housing delivery. Make recommendations for new approaches to address identified housing delivery issues.

## **Working methods**

- Involvement / contributions from other officers and specialists who might be invited to present material at a meeting.

Important sources of pre-meeting material can be found at:

- [Ending Rough Sleeping for Good September 2022](#)
- [National Planning Policy Framework December 2023](#)
- [Discretionary Housing Payments Guidance Manual May 2022](#)
- [The Homelessness Monitor: England 2023\(Crisis\)](#)