

**ENVIRONMENT, CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL
12 JANUARY 2010**

**REVIEW OF THE STRATEGIC HOUSING PARTNERSHIP
Assistant Chief Executive**

1 INTRODUCTION

As part of the agreed approach to the Overview and Scrutiny (O&S) of the Bracknell Forest Partnership (BFP), the Chairman and Lead Officer of each of the BFP theme Partnerships has been invited to meet the O&S Commission or relevant O&S Panel to discuss the Partnership's governance, performance management, financial management, and related issues, with reference to a questionnaire completed in advance of the meeting. The Strategic Housing Partnership is one of the BFP theme partnerships within the purview of the Environment, Culture and Communities Overview and Scrutiny Panel.

2 SUGGESTED ACTION

- 2.1 That the Environment, Culture and Communities Overview and Scrutiny Panel discusses with the Chairman and Lead Officer of the Strategic Housing Partnership, Simon Hendey and Clare Dorning, respectively, the Partnership's governance, performance management, financial management, and related issues, with reference to attached completed questionnaire.**

3 SUPPORTING INFORMATION

- 3.1 The approach to O&S of the Bracknell Forest Partnership has been endorsed by the O&S Commission and Panels, also the BFP Board, and implementation has commenced. The agreed approach includes a structured programme of information gathering and initial analysis of the BFP's affairs. This work has been apportioned as follows:

O&S Commission – BFP's Board and the Town Centre Partnership, the Crime and Disorder Reduction Partnership, and the Economic and Skills Development Partnership.

Environment, Culture and Communities O&S Panel - the Strategic Housing Partnership, the Cultural Partnership, the Transport Partnership, and the Climate Change Partnership.

Children's Services and Learning O&S Panel - the Children's Trust, and the Early Years, Child Care and Play Partnership.

Adult Social Care O&S Panel - the Health and Social Care Partnership.

- 3.2 The information gathering comprises initially asking the Chairmen and Lead officers for the ten Theme Partnerships to complete a questionnaire, and then for the responses to the questionnaire to inform individual meetings by the Commission/Panel concerned with the Chairmen and Lead officers for each of the Theme Partnerships, individually. These will form part of the public meetings of the Commission and Panels throughout 2009/10. The structured series of meetings with the Chairmen and lead officers of the Theme Partnerships will contribute to relationship building.
- 3.3 The purpose of the questionnaire to be sent in advance of the meetings is to gather all the basic information on the work and organisation of each Theme partnership, to make best use of members' time at the ensuing meetings.

Background Papers

Agenda and minutes of the Overview and Scrutiny Commission on 1 April 2009

Contact for further information

Richard Beaumont – 01344 352283
e-mail: richard.beaumont@bracknell-forest.gov.uk

Draft Questionnaire for completion by the Chairman and Lead Officer of BFP's Board and each of the 10 BFP Theme Partnerships

A: Name of Partnership:	Comments
Chairman's name and contact details:	Simon Hendey – email simon.hendey@bracknell-forest.gov.uk
Lead Officer's name and contact details:	Clare Dorning – email clare.dorning@bracknell-forest.gov.uk

B: Partnership details	Comments
1. Please attach the terms of reference for the partnership. If it is not in the TOR, please outline the agreed aims, key objectives and key functions	The SHP has recently agreed revised terms of reference and these are to be submitted to the BFP for ratification. A copy of the TOR as currently agreed by the SHP are attached.
2. Please provide a few examples of the partnership's major achievements	The SHP steers the delivery of the Bracknell forest housing strategy. Therefore, achievements such as exceeding the national indicator for delivery of affordable housing in 2008/9 can be seen as an achievement but overall the production of the new housing strategy which is supported by all partners is a major achievement.
3. Where do you think the partnership currently is in terms of its stage of development? E.g. early formation, delivering shared outcomes, or fully developed?	The partnership is currently in a stage of early formation. Terms of reference have just been revised and at its next meeting the SHP has agreed to receive a proposed work programme. Although some outcomes require work from a variety of partners it would be going too far to say there was evidence of joint working.
4. Please describe any major obstacles towards the partnership's success	There are no major obstacles but the current state of the residential market makes joint working problematic.

Membership 5. If not in the TOR, please list the current members of the partnership and the organisations they represent	Contained in revised TOR which are attached
6. If not in the TOR, please describe the arrangements for appointing members to the partnership	
Minutes 7. Please provide minutes of meetings in the last year	Minutes provided.

C: Governance arrangements	Comments
1. Please provide any recent self-assessment of governance arrangements for the Partnership, or describe any plans to do so.	There has not been a self – assessment and given the new TOR have only recently been adopted it would be too early to propose an assessment.
2. How are decisions made? Is there a scheme of delegation that makes clear who can take decisions?	There is no scheme of delegation. Decisions are acted upon by partners in line with their own governance arrangements
3. How are decisions recorded?	Via the minutes of the meetings
4. Who makes sure decisions are acted upon?	Actions are reviewed at each meeting
5. Please describe how the partnership is held to account, and by whom	As discussed above the decisions are taken by partners via their own governance arrangements so accountability is via those mechanisms.

6. Risk management - Has the Partnership itself carried out a formal risk assessment of the Partnership? If yes, please provide details	No
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D: Performance management	Comments
1. Please describe the arrangements for setting output/outcome targets, and give details of the partnership's targets for 2008/09	<p>Targets are discussed at the meetings but negotiated with the GOSE outside the SHP meeting.</p> <p>In 2008/9 the following targets were set:</p> <p>NI 143 – offenders under probation supervision living in settled accommodation at the end of their order or licence</p> <p>NI 46 Young offenders access to suitable accommodation</p> <p>NI 187.1 Tackling fuel poverty % of people receiving income based benefits living in homes with a low energy efficiency rating</p> <p>NI 187.2. Tackling fuel poverty % of people receiving income based benefits living in homes with an assessed SAP rating of > 65.</p> <p>NI 145 adults with learning disabilities in settled accommodation</p> <p>NI 147 care leavers in settled accommodation</p> <p>NI 149 adults receiving secondary mental health services in settled accommodation</p> <p>NI156 number of households living in temporary accommodation</p> <p>NI 154 net additional homes provided</p> <p>NI 155 number of affordable homes delivered gross</p> <p>NI 159 supply of ready to develop housing sites.</p>
2. Please describe the arrangements for monitoring and reporting progress against targets	Targets and progress against them are reported at each meeting

3. How does the partnership agree action on targets that are not likely to be met?	Actions are agreed with partners to address targets where performance is unlikely to be achieved.
4. How do you demonstrate publicly that the partnership adds value?	There is no evidence of public perception of the partnership
5. How does the public know that the partnership achieves value for money?	There is not a test of value for money at present
6. Does the Partnership contribute accounts of success to the BFP's communications group?	No

E: Financial Management	Comments
1. How is the partnership funded? (on the basis of the last financial year)	Funding is via partners individual budgets – there are no pooled budgets
2. Who decides on how to spend the money?	Partners make decisions on their own budgets
3. Can the money be reallocated? If so, who can authorise this?	Partners have offered views on the allocation of the Council's resources
4. What are the financial reporting arrangements?	There are no financial reporting arrangements

F: Serving the Public (For response just by BFP's Board)	Comments
1. Does the partnership have a communications policy? If so, please provide this.	NO

2. How does this partnership achieve accessibility for the public? (for example, are meetings open to the public?)	Meetings are not open to the public
3. Is there a complaints and suggestions process the public can use?	No

G: Overview and Scrutiny of the Partnership	Comments
1. Does the partnership have any views on how O&S can assist in its development and achievement of objectives?	It is too early to comment on this. The SHP will be asked their views at the next meeting.
2. Does the partnership have any suggestions for O&S reviews to be considered for the partnership O&S programme?	As above.

If there are any queries on the completion of this questionnaire, please contact Richard Beaumont, Head of Overview and Scrutiny, Bracknell Forest Council on 01344 352283 or Richard.Beaumont@Bracknell-Forest.gov.uk

STRATEGIC HOUSING PARTNERSHIP

Terms of Reference

Aim / Purpose of Partnership

1. To enable the efficient operation of the housing markets in Bracknell Forest;
2. To regularly assess housing market intelligence in Bracknell Forest;
3. To identify market weaknesses or failures and propose partnership solutions.

Objectives of Partnership

1. The Strategic Housing partnership will identify obstacles to the efficient operation of all the housing markets in Bracknell Forest and offer ways to address them.
2. The Strategic Housing Partnership (SHP) will contribute to the development of the Housing Strategy and oversee the delivery of the Housing Strategy Action Plan;
3. The SHP will identify suitable Local Area Agreement targets and monitor and manage target delivery on behalf of the Local Strategic Partnership;
4. The SHP will provide comments to the Local Development Framework Steering Group on planning policy as it effects housing;
5. The SHP will gather and assess housing market intelligence on a regular basis;
6. The SHP will promote projects, policies and services provided by partners in Bracknell Forest;
7. The SHP will identify funding opportunities and share these for the benefit of partners and the community in Bracknell Forest.
8. The SHP will consider policy proposals from National Government and its agencies and respond where appropriate;
9. The SHP will identify and develop innovative solutions to housing issues in Bracknell Forest and work in partnership to deliver them;
10. The SHP will monitor and contribute to the work of other housing partnerships in Bracknell Forest such as the Preferred Partner Registered Social Landlord Partnership, the Registered Social Landlord Management Forum, the Homelessness Forum and Private Rented Sector Forum.
11. Proposed membership of SHP:
 - Bracknell Forest Council Housing Service;
 - Bracknell Forest Council Executive Member for Adult Social Care, Health & Housing;
 - Representative from Bracknell Forest Preferred Partner RSL Partnership;
 - Representative from Bracknell Forest RSL Management Forum;
 - Representative from Bracknell Forest Homelessness Forum;
 - Representative from Bracknell Forest Private Rented Sector Forum;
 - Representative from housing developers in Bracknell Forest;
 - Representative from estate agents in Bracknell Forest
 - Representative from local lending institutions operating in Bracknell forest.
 - Representative from Bracknell Forest Tenants & Leaseholders Panel;
 - Government Office South East;
 - Homes & Communities Agency

12. The partnership will be chaired by a representative of a Bracknell Forest body elected on an annual basis. The representative cannot hold position of chair for two consecutive years.