

PERTH AND KINROSS COUNCIL

2 October 2013

APPROVING THE PROCESS FOR THE SELECTION OF TENANT REPRESENTATIVES TO ATTEND FUTURE HOUSING AND HEALTH COMMITTEES**Report by Executive Director (Housing and Community Care)****PURPOSE OF REPORT**

The purpose of this report is to seek Council approval on the way tenant representatives are selected to attend the Housing and Health Committee.

1. BACKGROUND / MAIN ISSUES

- 1.1 Section 53 (1) of The Housing (Scotland) Act 2001 places a duty on every local authority landlord and registered social landlord to prepare a tenant participation strategy. The purpose of this strategy is to promote the participation of tenants in relation to the management of housing accommodation and the provision of related services likely to affect tenants.
- 1.2 This legislation is further supported by the introduction of the Scottish Government's Social Housing Charter which came into effect on 1 April 2012. The Charter sets standards and outcomes that describe the results that tenants and others who use their services can expect from social landlords.
- 1.3 The Housing (Scotland) Act 2010 gives the Scottish Housing Regulator the role of monitoring, assessing and reporting on how landlords are achieving the Charter's outcomes and standards and, if necessary, to intervene where landlords are not achieving them.
- 1.4 As part of the process of engaging with Perth and Kinross Council tenants, and to ensure transparency in all matters that affect them, the Housing and Health Committee, through the Council's Scheme of Administration (the Scheme), has two non-voting places allocated in the Committee for tenant representatives. These representatives were to be from the Perth and Kinross Tenants' and Residents' Federation.
- 1.5 In January 2013 the Scheme was amended to allow for wider representation from tenants to attend future meetings of the Housing and Health Committee. The Scheme allows for any two representatives from tenants' and residents' associations in the Perth and Kinross area to attend in relation to Housing matters, in a non-voting capacity, nominated in a way to be determined by the Council.

2. PROPOSALS

- 2.1 It is proposed that the two tenant representatives who will attend the Housing and Health Committee will be selected from representatives who attend the Tenant Committee Report Panel. People who attend this Panel are members of tenant and resident associations. Tenants who will attend the Housing and Health Committee will do so because they will have been involved in staff/tenant working groups relevant to the reports being presented at Committee.
- 2.2 The Tenant Committee Report Panel meets in advance of the Housing and Health Committee to discuss forthcoming housing reports. This is a key part of the tenants' consultation process. The Panel are joined at this meeting by report authors, Housing and Finance Managers and the Head of Housing & Strategic Commissioning. Comments from the Panel are included in the reports which are presented to the Housing and Health Committee.
- 2.3 The two representatives who will participate in the Housing and Health Committee will be selected from the attendees at the Tenant Committee Report Panel immediately prior to the Committee and will have either a direct, geographical or thematic interest in the report(s) being presented. The Convener and Vice Convener of the Housing and Health Committee and the Senior Management Team (Housing and Community Care) will confirm the selection of the two tenants' representatives in advance of each Housing and Health Committee. This will be based on knowledge of who attended the Tenant Committee Panel meeting and who had been involved in staff/tenant working groups relating to the reports being presented.

3. CONCLUSION AND RECOMMENDATION

- 3.1 This report highlights the legislation affecting the Council in relation to tenant participation on housing issues. It notes the changes made to the Council's Scheme of Administration in January 2013 to allow the Housing and Health Committee to have two non-voting members selected from tenants' and residents' associations in the Perth and Kinross area. This report outlines the process to determine which two representatives will be selected to attend future meetings of the Housing and Health Committee.
- 3.2 The Council is asked to:
- (i) Approve the selection process for tenants' and residents' association representatives to attend future Housing and Health Committees as detailed in the proposals.

Author(s)

Name	Designation	Contact Details
Lorna Cameron	Head of Housing and Strategic Commissioning	LECameron@pkc.gov.uk Tel:01738 476705

Approved

Name	Designation	Date
David Burke	Executive Director (Housing and Community Care)	27th August 2013

If you or someone you know would like a copy of this document in another language or format, (on occasion only, a summary of the document will be provided in translation), this can be arranged by contacting Lorna Cameron



Council Text Phone Number 01738 442573

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

The undernoted table should be completed for all reports. Where the answer is 'yes', the relevant section(s) should also be completed. Where the answer is 'no', the relevant section(s) should be marked 'not available (n/a)'.

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	YES
Corporate Plan	YES
Resource Implications	
Financial	NONE
Workforce	NONE
Asset Management (land, property, IST)	NONE
Assessments	
Equality Impact Assessment	NONE
Strategic Environmental Assessment	NONE
Sustainability (community, economic, environmental)	NONE
Legal and Governance	YES
Risk	NONE
Consultation	
Internal	YES
External	YES
Communication	
Communications Plan	NONE

1. Strategic Implications

Community Plan / Single Outcome Agreement

1.1 The Perth and Kinross Community Planning Partnership (CPP) brings together organisations to plan and deliver services for the people of Perth and Kinross. Together the CPP has developed the Perth and Kinross Community Plan which outlines the key things we think are important for Perth and Kinross.

- i) Giving every child the best start in life
- ii) Developing educated, responsible and informed citizens
- iii) Promoting a prosperous, inclusive and sustainable economy
- iv) Supporting people to lead independent, healthy and active lives
- v) Creating a safe and sustainable place for future generations

1.2 The proposals in this report will assist in the delivery of both the Perth and Kinross Community Plan and the Single Outcome Agreement in respect of the following local outcome;

- (ii) Developing educated, responsible and informed citizens

Corporate Plan

- 1.3 The Council's Corporate Plan 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation.
- 1.4 It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above.

2. Resource Implications

Financial

- 2.1 There are no financial implications arising from this report.

Workforce

- 2.2 There are no workforce implications arising from this report.

Asset Management (land, property, IT)

- 2.3 There are no asset management implications arising from this report.

3. Assessments

Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **not relevant** for the purposes of EqIA

Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

- 3.4 In respect of this proposal, no action is required as the Act does not apply to the matters presented in this report.

Sustainability

- 3.3 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions. The proposals in this report are not relevant for this purpose.

Legal and Governance

- 3.4 Legal Services have been consulted in the preparation of this report. The Tenant Participation Strategy is a requirement of The Housing (Scotland) Act 2001. There is no requirement on the Council to allow tenants to be part of Housing and Health Committee.

4. Consultation

Internal

- 4.1 The Convener and Vice Convener of the Housing and Health Committee have been consulted on the contents of this report and agree with the proposals. The Housing and Community Care Senior Management Team, the Head of Legal Services and the Head of Democratic Services have also been consulted and are in agreement with the proposals contained within the report.

External

- 4.2 Tenant Representatives have been consulted on the proposals contained within this report at The Tenant Participation Forum meetings in April and June of 2013 and at the Tenant Committee Report Panel in July 2013, and are in agreement with the proposals contained within the report.

5. Communication

- 5.1 Not applicable

2. BACKGROUND PAPERS

- 2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above report.