

# Agenda

## Housing and Homelessness Panel (Panel of the Scrutiny Committee)

This meeting will be held on:

Date: **Thursday 4 November 2021**

Time: **6.00 pm**

Place: **Remote (Zoom)**

**For further information** please contact:

Tom Hudson, Scrutiny Officer

☎ 01865 252191

✉ [DemocraticServices@oxford.gov.uk](mailto:DemocraticServices@oxford.gov.uk)

**Members of the public can attend to observe this meeting and.**

- may register in advance to speak to the committee in accordance with the [committee's rules](#)
- may record all or part of the meeting in accordance with the Council's [protocol](#)

Information about speaking and recording is set out in the agenda and on the [website](#)

Please contact the Committee Services Officer to register to speak; to discuss recording the meeting; or with any other queries.

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## **Committee Membership**

Councillors: Membership 6: Quorum 3: substitutes are not permitted.

Councillor Linda Smith (Chair)

Councillor Nadine Bely-Summers

Councillor Lizzy Diggins

Councillor Laurence Fouweather

Councillor Chris Jarvis

Councillor Elizabeth Wade

Apologies and notification of substitutes received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting. Substitutes for the Chair and Vice-chair do not take on these roles.

# Agenda

	<b>Pages</b>
<b>1 Apologies</b> Substitutes are not allowed.	
<b>2 Declarations of interest</b>	
<b>3 Housing Panel Work Plan</b> The Panel is asked to <b>NOTE</b> that the forthcoming meeting of the Housing and Homelessness Panel is in February, meaning the Forward Plan is liable to change. Aside from the requested report on the progress of activities in relation to the Social Housing White Paper it is not possible to put forward a reliable work plan.	
<b>4 Notes of previous meeting</b> The Panel is asked to <b>AGREE</b> the notes of the meeting held on 06 October 2021 as an accurate record, having raised any necessary amendments.	7 - 12
<b>5 Landlord Services Performance Dashboard</b> The requested dashboard of landlord services remains delayed as a consequence of the QL implementation and is not available for this meeting.	
<b>6 Discretionary Housing Payment Policy</b> Cabinet will, at its meeting on 10 November 2021, consider a report on Discretionary Housing Payment policy. The Panel is asked to consider the report and <b>AGREE</b> any recommendations it wishes to make to Cabinet arising from it. Councillor Shaista Aziz, Cabinet Member for Inclusive Communities, and James Pickering, Welfare Reform Manager will be available to present the report.	

**\*\*NB This report is to follow and will be issued as a supplement.\*\***

## **7 Empty Homes**

13 - 20

At its last meeting the Panel requested an introduction to the work of the Empty Homes Officer. Melanie Mutch, Empty Homes Officer, will present a report on her area of work. The Panel is asked to **AGREE** any recommendations it wishes to make to Cabinet arising from the report.

## **8 Dates of next meetings**

Meetings of the Housing and Homelessness Panel are scheduled for:

02 February 2022

04 April 2022

## **Information for those attending**

### **Recording and reporting on meetings held in public**

Members of public and press can record, or report in other ways, the parts of the meeting open to the public. You are not required to indicate in advance but it helps if you notify the Committee Services Officer prior to the meeting so that they can inform the Chair and direct you to the best place to record.

The Council asks those recording the meeting:

- To follow the protocol which can be found on the Council's [website](#)
- Not to disturb or disrupt the meeting
- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule or show a lack of respect towards those being recorded.
- To avoid recording members of the public present, even inadvertently, unless they are addressing the meeting.

Please be aware that you may be recorded during your speech and any follow-up. If you are attending please be aware that recording may take place and that you may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

### **Councillors declaring interests**

#### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

#### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your\* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

#### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

#### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". The matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

\*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.