

<b>Title of Report:</b>	<b>Review into homelessness – Terms of Reference</b>
<b>Report to be considered by:</b>	Overview and Scrutiny Management Commission
<b>Date of Meeting:</b>	30 October 2012

**Purpose of Report:** To outline to the Overview and Scrutiny Management Commission proposed Terms of Reference for a review into homelessness in the district.

**Recommended Action:** Amend, if necessary, and approve the Terms of Reference for the review.

<b>OSC Chairman</b>	
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# Executive Report

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## 1. Introduction

- 1.1 This report provides an outline for a review into the approach being taken to dealing with homelessness within the district. It proposes Terms of Reference and a methodology for the examination of the topic.

## 2. Inclusion on the Scrutiny work programme

- 2.1 The topic of homelessness has been discussed at a number of Overview and Scrutiny Management Commission (OSMC) meetings during 2012, the primary concerns being the apparent increase in the numbers of people presenting as homeless and the response being given to them by statutory and other agencies.
- 2.2 Following the attendance at the Commission's meeting of 31 July of the Portfolio Holder responsible for Housing, it was agreed that the subject required deeper scrutiny in order that a wider view than just the district council might be understood.

## 3. Proposed Terms of Reference

- 3.1 It is proposed that the Overview and Scrutiny Management Commission conducts a review into the approach by statutory and other agencies to homelessness in West Berkshire and in particular:
- The extent or prevalence of homelessness in the District;
  - The strategic approach taken to preventing and responding to homelessness;
  - The operational practice;
  - Consider what might be done further to improve how homelessness is dealt with; and
  - Report to the Executive with recommendations as appropriate.

## 4. Methodology

- 4.1 The Commission would sit as a full body at a special meeting on Monday 26 November to conduct the review. A proposed outline of the meeting is shown in the table below.

Start time	End time	Item	Witnesses
0930	0935	Opening/preliminaries	-
0935	1030	Scene setting <ul style="list-style-type: none"><li>• Definitions</li><li>• Causes</li><li>• Duties</li><li>• Trends</li></ul> Strategic approach and governance structures	<ul style="list-style-type: none"><li>• Head of Housing</li><li>• Housing Strategy and Operations Manager</li></ul>
1035	1050	Break	-

<b>Start time</b>	<b>End time</b>	<b>Item</b>	<b>Witnesses</b>
1050	1230	Agency involvement <ul style="list-style-type: none"> <li>• Role/activity</li> <li>• Challenges</li> <li>• Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• WBC Housing</li> <li>• Department of Communities and Local Government</li> <li>• Thames Valley Police</li> </ul>
1230	1315	Lunch	-
1315	1445	Agency involvement <ul style="list-style-type: none"> <li>• Role/activity</li> <li>• Challenges</li> <li>• Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Health visitor</li> <li>• Citizens Advice</li> <li>• NACRO</li> <li>• Shelter</li> <li>• Loose Ends</li> <li>• Two Saints</li> </ul>
1445	1500	Break	-
1500	1530	Summing up and formulation of recommendations	-
1530		Close	-

## **5. Recommendation**

- 5.1 It is recommended that Members of the Commission amend, if necessary, and approve the Terms of Reference for the review.

## **Appendices**

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There are no appendices to this report.

## **Consultees**

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**Officers Consulted:** June Graves, Head of Housing; Mel Brain, Housing Strategy and Operations Manager