

## Housing Policy Advisory Group

### Terms of reference (January 2019)

#### **Purpose of the Housing Policy Advisory Group (HPAG)**

To provide a discussion and advisory forum for council elected members and officers on strategic housing and housing-related issues relevant to the area covered by Watford Borough Council.

HPAG has no decision-making authority. It is an advisory group to officers and the Executive.

#### **Aims/responsibilities of the HPAG**

- To support and enable officers in achieving the council's key corporate objective over the period 2016-2020 of managing housing need
- To receive, comment and advise on information about housing and housing-related issues relevant to the area covered by Watford Borough Council.
- To enable greater joined up working within Watford Borough Council and between the council and external partners in meeting the key corporate objective of managing housing need in the borough

#### **Role of the HPAG**

- To take a strategic and holistic overview of housing and housing-related issues in the area
- Advise on practical outcomes for managing housing need in the council's area

#### **Membership**

HPAG comprises the relevant Portfolio Holder plus eight elected members drawn from a cross-section of the political make-up of the council. It is not politically balanced. Membership is appointed at Annual Council for one municipal year. Elected members' attendance is recorded. Wider attendance by all members is welcomed.

#### **Expectations of members**

Members are expected to

- Provide a political and strategic steer to Housing Team officers on housing and housing-related issues
- Assist with unblocking any barriers to achieving the corporate aim of managing housing need in the Watford area

#### **Meetings**

HPAG will

- Meet once every quarter, additional meetings will be arranged if required
- Be chaired by the Housing Portfolio Holder
- Be serviced by the council's Housing Team
- Usually be held in private
- Arrange joint meetings with Planning Policy Advisory Group to discuss the development of relevant policies

#### **Reviewing the Terms of Reference**

The Terms of Reference for the HPAG will be reviewed annually.