



Borough of Poole

HOUSING OPTIONS APPRAISAL

Residents' Panel Terms of Reference

(Terms of reference should be read in conjunction with the Residents' Empowerment Strategy)

1 Role

To help ensure all residents have the opportunity to engage in the options appraisal project

To act as a panel of experts to advise other residents from a resident's perspective

To give feedback to the Council on issues relating to the project

2 Tasks

The Residents Panel will meet regularly (frequency to be agreed) to:

- Discuss with the Council the most effective way to communicate and consult with residents in the Borough of Poole to maximise resident engagement in the project
- Have an editorial input into any documentation issued to residents
- Participate at events to communicate the project and the issues to further involve residents
- Discuss with officers ways to further empower residents to become involved with the housing service

3 Membership

The panel will have x members (to be confirmed). A panel representative will be asked to be a member of the Communications sub group

The panel will be recruited from the large group of people already involved in working with PHP and the Council, along with any resident who responds to a general invitation in a newsletter

There will also be representation of people on the Housing Register to represent the interests of future residents

The Chair of the Housing Strategy Panel will be a member of the residents' panel to provide a clear link between the two groups

4 Links with the Working Party

The panel will nominate four members to join the Chair of HSP as members of the Working Party. Nominees should reflect as far as possible the diversity of residents so no groups are disadvantaged, for example, younger and older people, young families, and minority groups

The panel will also be able to make direct representations on behalf of tenants to the Working Party. These representations should be organised through the Options Appraisal Project Manager

Members of the panel, along with members of the public may attend Working Party meetings to observe

5 Training and advice

The panel will in conjunction with the Council, appoint a 'Specialist Resident Advisor' (SRA) who will advise the panel. The SRA will discuss with the panel the training needs and assistance required for members of the panel to engage fully in the project.
(see separate terms of reference for the SRA)

6 Organisation and Servicing

The Specialist Resident Advisor, in conjunction with the Project Manager will coordinate the activities of the panel