

Key Partnership – Partnership agreement

By signing this agreement you are showing your commitment to the partnership and achieving it's key aims and objectives.

Name of partnership: Housing Partnership

Aims and objectives:

The Housing Partnership has existed since 2004, with responsibility for delivering the aims within the housing priority of the Vision for Portsmouth 2008-2018 and a range of targets in the Local Area Agreement 2008-2011.

Key Aims of the Housing Partnership

- Ensuring implementation of the activities associated with the housing theme from the Vision for Portsmouth
- Monitoring progress towards the outcome targets for the housing theme and proposing any changes to or new actions to meet these targets.
- Develop, where appropriate, further strategies to take forward the housing and other themes and priorities of Portsmouth people and the Government.
- Proposing partnership working to address new issues for housing.
- Liaising with other lead partnerships on ways that it can help deliver other priorities in the Vision for Portsmouth.
- Raising with the LSP any issues over co-ordination with other partnerships.
- Identifying and removing structural barriers to housing delivery.
- Effective lobbying of central and regional government, as well as other appropriate organisations, on housing issues as they relate to the aims in the Vision for Portsmouth.

Membership

30 members including, 3rd sector representatives from voluntary and community groups, Housing Associations, PCC and Probation.

There are no strict rules on membership of the Housing Partnership, with the exception that each priority theme partnership under the LSP umbrella is required to have at least four members representing the Community Network.

In general, membership of the Housing Partnership will be at the invitation of the Chair, and each new member invited to join the partnership will be expected to bring additional knowledge or experience, or a different perspective on housing issues, in order to add value to the work of the partnership.

From time to time, within 18 months of a previous audit, a "partnership skills audit" is to be conducted to ensure that there are no obvious gaps in the knowledge and expertise of the membership. The outcome of this process may result in additional members being co-opted onto the partnership, and this exercise may be repeated periodically in the future, if large scale changes in membership occur.

Accountable to: Local Strategic Partnership

Management Structure

The Housing Partnership is one of the lead partnerships of the Portsmouth LSP. The Chair of the Partnership will recommend items for consideration by the Partnership Executive or the LAA Delivery Board as appropriate, and will attend these meetings on behalf of the Housing Partnership when required, as well as at other relevant meetings. The Partnership Executive will similarly make requests through the Chair of the Housing Partnership if there are housing-related issues that they would like to see addressed.

The Chair of the partnership is elected through nominations being received in writing, once the current chair has resigned or their term of office expires, and a vote being taken at the following meeting. The Chair & Vice-Chair are elected for a period of 2 years.

The partnership will, from time to time, commission work from sub-groups or working parties chaired by a member of the partnership, constituted with other members and co-opted representatives.

There is currently one subgroup of the partnership, which focuses on Homelessness, chaired by Carole Damper. This sub-group contributes to and is involved in the management of the Homelessness strategy and its action plan. The sub-group reports back at every partnership meeting.

Decision Making Process:

The Partnership does have some decisions to take, for example:

- Any revisions to the Objectives/Targets in the housing theme of the Vision for Portsmouth
- Approval of the Delivery Plan
- Monitoring of performance and reporting to LSP
- Lobbying external organisations, especially government, on housing issues

The Partnership will always aim to reach a consensus on issues as they arise, though in the event of a failure to reach consensus, the Chair may opt to conduct a simple majority vote. The Chair will have a casting vote in the event of a tie.

Resources:

There are no pooled resources for the partnership. PCC provide meeting rooms and administrative support.

Day to day management of partnership:

Much of the work of the Housing Partnership is tied up in the long-term objectives set out in the Vision for Portsmouth, and in periodic requirements from the LSP. However, from time to time, the Partnership will focus on specific areas of policy that are topical at the time (for example, because of new legislation).

Members of the Partnership may suggest agenda items either at formal meetings of the group (i.e. - for the next meeting), or by direct request to the chair not less than two weeks in advance of any future partnership meeting. Regular agenda items include a report back from the LSP and an update from the sub-group. Other PCC staff are also invited to meetings to update and discuss specific issues.

Meetings are held every two months with additional ad hoc topic meetings when necessary. Meetings are usually held in the Civic Offices. Meeting dates are scheduled for a whole year.

Administrative support, including agenda setting, minute taking and meeting papers, to the partnership is provided by the city council's Strategy Unit.

Monitoring and review:

The partnership produces a delivery plan every 6 months, which sets out what has been achieved and also the actions that have been taken.

Performance data on the Vision for Portsmouth objectives was provided to the LSP and contributed to the community strategy report card. The report card will continue to be produced annually. Performance data on LAA targets will be provided to the LSP quarterly, this will link in to the long-term performance of the Vision for Portsmouth.