

Report to	Housing Advisory Board
Date	10/06/2026
Agenda No. & Title	9 Annual review of HAB Terms of Reference
Purpose of the Report	To review and discuss any changes to the terms of reference for Housing Advisory Board and to advice of meeting dates for 2026/27
Status	For approval
Author	Sian Grant Director of Housing
Report Contact	Sian Grant Sian.grant@bury.gov.uk
Appendices	Appendix one – HAB terms of reference
Background Documents	None
Recommendation/s	<p><b>It is recommended that HAB;</b></p> <ul style="list-style-type: none"> <li>• <b>Discuss and recommend the revised Terms of Reference to the council for approval</b></li> <li>• <b>Note the meeting dates for 2026/27</b></li> </ul>
Corporate Plan Objective	<input checked="" type="checkbox"/> Satisfied Tenants <input checked="" type="checkbox"/> Quality Homes <input checked="" type="checkbox"/> United Communities
Risk Implications	H6: Failure to meet governance requirements for STH and BC stock
Risk Controls and mitigations	The Housing Advisory Board terms of reference will help mitigate this risk by providing clear structure and rules for the Housing Advisory Board including membership and how the Housing Advisory Board fits in the wider council governance structure.
Assets and Liabilities	None as a result of this report
Resource Implications	None as a result of this report
Customer Impact	The terms of reference ensure that the tenant voice is heard at a strategic and decisions making level within housing services and that the tenants are able to influence the delivery of services. The terms of

	reference also ensure that the tenant’s voice is represented on HAB and is able to represent the views of tenants at a strategic level.
EDI Implications	None as a result of this report
Sustainability and Environmental Implications	None as a result of this report
Privacy/Data Protection	None as a result of this report
Colleague Impact	None as a result of this report
Stakeholder Communications and Reputational Impact	The terms of reference ensure that the work of HAB will be shared with all councillors and tenant organisation. The meeting papers and minutes of the meetings will be published on the council’s website.
Next Steps	To report any changes to the terms of reference to the council for approval.

## 1 Background

- 1.1 The terms of reference (ToR) for the Housing Advisory Board (HAB) define the purpose and structure of HAB and support the good governance of HAB. They also set out how HAB sits within the Council’s wider governance and decision making structure.
- 1.2 The current terms of reference were initially agreed in February 2024 and revised in June 2025 as part of the annual review of the ToR.
- 1.3 The Terms of reference have been reviewed and a number of changes are proposed to make the terms of reference more robust.

## 2 Proposed changes

- 2.1 The following changes are proposed to the ToR;
  - Overhaul of the purpose of the Housing Advisory board to make it stronger
  - Overhaul of the role and functions of the Housing Advisory Board to make it clearer and more robust, setting out in detail the role of the Housing Advisory Board and the areas it will cover.
  - Removed reference to the Tenant Voice Forum in relation to tenant members so tenants can be appointed from the wider tenant

body

- Added in that no more than one tenant member can be a leaseholder.
- Add in more details about the recruitment process.
- Added in more details about meeting arrangements.

2.2 If the Housing Advisory board are happy with the proposed changes, the changes will be reported to council for approval.

### **3 Meeting dates 26/27**

3.1 Below are the dates for the Housing Advisory Board for 2026/27. All meetings are 5pm – 7pm;

- Tuesday 28<sup>th</sup> July 2026
- Thursday 10<sup>th</sup> September 2026
- Wednesday 18<sup>th</sup> November 2026
- Thursday 7<sup>th</sup> January 2027
- Thursday 4<sup>th</sup> March 2027.