

# NOTICE OF MEETING

---

**CABINET MEMBER FOR HOUSING AND TACKLING HOMELESSNESS**

**WEDNESDAY, 24 JULY 2024 AT 4.00 PM**

**COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH**

Telephone enquiries to Allison Harper, Local Democracy Officer - Tel: 023 9268 8014  
Email: Allison.Harper@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

---

## **Membership**

Councillor Darren Sanders (Cabinet Member)  
Councillor Spencer Gardner  
Councillor Raymond Dent  
Councillor Charlotte Gerada

---

(NB This agenda should be retained for future reference with the minutes of this meeting).

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## **AGENDA**

- 1 Apologies for Absence**
- 2 Declarations of Members' Interests**

### **3 Sarah Robinson House - Building Safety Case (Pages 5 - 12)**

#### Purpose of Report

The purpose of the report is to provide the Cabinet Member for Housing and Tackling Homelessness with an update on the Sarah Robinson House, Building Assessment Certificate which includes the Building Safety Case.

The report will outline background to the Building Safety Case Act 2022, details of what a Building Assessment Certificate consists of, the key points of the Building Safety Case, Resident Engagement Strategy and the Mandatory Occurrence Reporting System and the next steps that will be taken.

The report will outline to the Cabinet Member for Housing and Tackling Homelessness how Building Safety works being undertaken and the Building Safety Case for Sarah Robinson House help to demonstrate conformance with aspects of The Regulator for Social Housing - Consumer Standard.

The report will update the Cabinet Member for Housing and Tackling Homelessness of resident engagement activities undertaken to date and future planned engagement, alongside how residents can access relevant Building Safety documents as detailed in section 5 and 7 of the report.

#### **RECOMMENDATION**

**That the Cabinet Member for Housing and Tackling Homelessness notes the report.**

### **4 Local Authority Housing Service - Contents Insurance Renewal (Pages 13 - 34)**

#### Purpose of Report

This report was requested by Councillor Darren Sanders, Cabinet Member for Housing and Tackling Homelessness.

The report outlines the approach taken by Business Support Services in the renewal of the Tenants Home Contents Insurance which came into effect 30<sup>th</sup> June 2024.

To outline the benefits of the Tenants Home Contents Insurance scheme to promote the take up of the scheme with local authority tenants.

#### **RECOMMENDATION**

**That the Cabinet Member for Housing and Tackling Homelessness note the report.**

**5 Portsmouth City Council's Park Homes Policy 2024** (Pages 35 - 102)

Purpose of Report

The purpose of the report is to present the findings of the recent park homes policy consultation and make recommendations for implementation of this policy within the park homes service (Private Sector Housing).

**RECOMMENDATIONS**

- 1. That the Cabinet Member for Housing and Tackling Homelessness approve the Portsmouth City Council's Park Homes Policy (Appendix 1) and instructs officers to consult with residents on amendments to the written statements for Cliffdale Gardens and Henderson Park to align the written statements to the new policy.**
- 2. The Cabinet Member for Housing and Tackling Homelessness approves the adoption of this policy upon completion of the amendments to the written statement, subject to no material changes being necessary following the consultation on the written statement. Until the formal process for updating the written statement is complete the policy will not be formally adopted.**
- 3. That the Cabinet Member for Housing and Tackling Homelessness instructs officers to carry out works highlighted within this report to formalise park home plot plans so that residents are clear on their plot boundaries and the council remains compliant with their legal obligations.**

Members of the public are permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting nor records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

Whilst every effort will be made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

This meeting is webcast (videoed), viewable via the Council's YouTube account at: [Portsmouth City Council - Democratic Services - YouTube](#)