



REPORT of STRATEGIC HOUSING WORKING GROUP

to
COUNCIL
26 MARCH 2026

TERMS OF REFERENCE - STRATEGIC HOUSING WORKING GROUP

1. PURPOSE OF THE REPORT

- 1.1 That Members consider the Strategic Housing Working Group (SHWG) Terms of Reference (ToR) attached at **APPENDIX 1**.

2. RECOMMENDATION

That the Strategic Housing Working Group Terms of Reference at (**APPENDIX 1**) be approved.

3. SUMMARY OF KEY ISSUES

- 3.1 The Strategic Housing Working Group Terms of Reference were considered by the SHWG on 5 November 2025 and are now required to be formally approved by the Council to enable them to be adopted.
- 3.2 The SHWG is a Member and Officer working group established to oversee and provide strategic guidance on housing delivery in the Maldon district. Its purpose is to:
- Monitor delivery of the Council's Housing Strategy and strategic housing targets,
 - Review policies and procedures in line with legislative and government changes,
 - Engage with registered providers, developers, and housing partners to support delivery of affordable and social housing, and
 - Provide recommendations to the relevant committees to inform service delivery decisions.
- 3.3 The Terms of Reference define the Group's role, scope, composition, and meeting procedures, ensuring clarity, governance, and accountability. Key aspects include:
- Policy and strategy review to ensure alignment with corporate objectives,
 - Monitoring of housing performance, risks, and service delivery,
 - Collaboration with external partners and registered providers to improve housing outcomes, and
 - Annual review of the ToR to ensure relevance and compliance with legislative or strategic changes.

- 3.4 The SHWG does not consider individual housing applications, appeals, or complaints, but receives reporting on trends to inform strategic decision making. The ToR also sets out confidentiality expectations, meeting frequency, quorum, and reporting procedures.

4. CONCLUSION

- 4.1 Approval of the Terms of Reference will formalise the SHWG's remit, ensure clarity for Members and Officers, strengthen governance arrangements, and support the Council in delivering its strategic housing priorities effectively.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

5.1 Supporting our communities

- 5.1.1 The SHWG supports inclusive communities by promoting the delivery of affordable and social housing, ensuring local residents' housing needs are met and contributing to wellbeing and social sustainability.

5.2 Investing in our District

- 5.2.1 By monitoring housing delivery and collaborating with housing partners and developers, the SHWG supports sustainable growth and investment aligned with the Council's strategic objectives.

5.3 Growing our economy

- 5.3.1 Ensuring housing supply supports workforce needs and population growth, thereby enabling economic development and labour market stability in the district.

5.4 Protecting our environment

- 5.4.1 The Group ensures housing strategy and development proposals align with planning and environmental policies, supporting sustainable and well-planned growth.

5.5 Delivering good quality services

- 5.5.1 The SHWG reviews performance, assesses partner compliance, and provides recommendations for service improvements, enhancing efficiency, transparency, and accountability in housing services.

6. IMPLICATIONS

- (i) **Impact on Customers** – Residents will benefit from improved access to housing, strategic planning, and monitoring of affordable and social housing provision.
- (ii) **Impact on Equalities** – The SHWG supports equitable access to housing, ensuring services respond to diverse needs and local priorities.
- (iii) **Impact on Risk (including Fraud implications)** – There are no direct risks arising from the recommendations in this report.

- (iv) **Impact on Resources (financial)** – There are no direct impact upon financial resources arising from the recommendations in this report.
- (iv) **Impact on Resources (human)** – There are no direct impact upon human resources arising from the recommendations in this report.
- (v) **Impact on Devolution / Local Government Reorganisation** – None.

Appendices:

APPENDIX 1 Strategic Housing Working Group Terms of Reference

Background Papers: None.

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