



Resident Scrutiny Panel

Terms of Reference

Purpose of Panel	<p>The purpose of the Resident Scrutiny Panel is to provide an in-depth view of how well particular services are functioning for residents and how they can be improved. To deliver this purpose the panel will:</p> <ol style="list-style-type: none">1. Identify suitable areas for scrutiny by reviewing performance data, seeking ideas from the resident governance structure, and liaising with key staff members2. Carry out in-depth scrutiny reviews of Southern Housing service areas3. Make recommendations for service improvement based on the evidence gathered by the panel4. Ensure its work and recommendations are fair, evidence based, and independent5. Provide assurance to Southern Housing by assessing if Scrutiny Projects meet regulatory requirements, where relevant.
Number of Members	12 members
Membership	<p>Members of the Resident Scrutiny Panel may not be a member of any other panel within the resident governance structure. There is no restriction on participation in wider resident involvement activities, such as co-creation projects and local involvement activities.</p> <p>Eligibility is set out in the Resident Recruitment Policy.</p>
Quorum	Four members.
Meetings	Meetings can be in person, remote (teleconference or video conference) or hybrid.
Frequency of meetings	The Resident Scrutiny Panel will meet at least quarterly Further meetings to undertake any scrutiny as identified by members.
Decisions	<p>Decisions at meetings will be reached by consensus. Where consensus cannot be reached, a vote should be taken. If required, the Chair has the casting vote.</p> <p>Urgent decisions can be agreed by email / telephone outside of the meeting, if needed.</p>

Appointment of members	Recruitment for independent members will be in line with the Resident Governance Recruitment Policy.
Appointment of Chair / Vice-Chair	<p>The Resident Scrutiny Panel will elect a Chair and Vice Chair every three years or as needed from amongst its membership.</p> <p>The Chair and Vice Chair can serve for up to six years. (e.g. two three year terms).</p>
Board Link	A member of Board can observe at the meeting.
Reporting	<p>The Resident Scrutiny Panel will report to the Resident Strategy Group, Resident Services Committee and Board.</p> <p>The Resident Scrutiny Panel will share key messages with Resident Strategy Group and resident governance panels and wider residents as necessary.</p>

Document Version Control			
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