

COMHAIRLE CONTAE FHINE GALL FINGAL COUNTY COUNCIL

Email: corporate.services@fingal.ie

County Hall
Swords
Co Dublin

Tuesday, 26th August 2025

To Each Member of the Housing Strategic Policy Committee

Dear Member

A meeting of the **Housing Strategic Policy Committee** will be held **Hybrid in the Council Chamber, Grove Road, Blanchardstown/ MS Teams** at **4.00pm** on **Tuesday, 23rd September, 2025** to consider the following Agenda.

Yours faithfully

Ciara O hAodha
Meetings Administrator
Corporate Services

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A G E N D A

- 1 Confirmation and Re-Affirmation of Minutes of the Housing Strategic Policy Committee Meeting held on Monday 23rd June 2025**
- 2 Review of Differential Rent Scheme**
- 3 Draft Rightsizing Policy**

MOTIONS

- 4 Councillor B. Ryan - Code of Conduct for Contractors working on behalf of the Council**

"That a Code of Conduct be drawn up for Contractors working on behalf of the Council who are required to enter into the homes of Council tenants, to ensure that proper respect is shown to our tenants, and that this code be agreed by SPC members, and that adherence to this code will form part of every contract awarded."

COMHAIRLE CONTAE FHINE GALL FINGAL COUNTY COUNCIL

Minutes of Housing Strategic Policy Committee

**Monday 23rd June 2025 in the Civic Offices, Grove Road,
Blanchardstown/MS Teams at 4.00pm**

PRESENT

Councillors

Boland, Mark
Burtchaell, John
Hanaphy, Breda
Haughey, Cathal
Leddy, Ted
Sheehan, Gerard
Tormey, Aoibhinn

Members

Branagan, David
Doran, Jimmy
Fulham, Jo

The Chairperson, Councillor B. Ryan presided.

OFFICIALS PRESENT

Paul Carroll (A/Director of Services, Housing & Community), Liam Burke (Senior Executive Officer, Housing & Community), Aoife Lawler (Senior Executive Officer, Housing & Community), Pauline Burke (Administrative Officer, Housing & Community), Linda McDonald (Administrative Officer, Housing & Community), Fiona Glynn (Administrative Officer, Housing & Community), Marina Rennicks (Administrative Officer, Housing & Community), Matthew Farrelly (Administrative Officer, Housing & Community), Joan Kernan (Administrative Officer, Housing & Community), Emma Maxwell (Administrative Officer, Housing & Community), Carmel Brennan (Senior Architect, Architects Department) Orlagh Sweetman (Senior Staff Officer, Housing & Community).

VISITOR TO THE CHAMBER

Ms. Mary Hayes, Director, Dublin Region Homeless Executive.

SPCH/5/25 (Agenda Item No 1)

Confirmation and Re-Affirmation of Minutes of the Housing Strategic Policy Committee Meeting held on Monday 24th March 2025

The minutes of the Housing SPC meeting held on the 24th March 2025 which were circulated were considered.

It was PROPOSED by Councillor M. Boland and seconded by Councillor B. Hanaphy and **AGREED**: "That the minutes of the meeting of 24th March 2025 be **ADOPTED** and **APPROVED**."

SPCH/6/25 (Agenda Item No 2)

Homeless Action Plan

The Draft Dublin Region Homeless Action Plan was circulated to all members in advance of the meeting in addition to an information session held for elected members.

An update on the Homeless Action Plan was presented by Mary Hayes, Director, Dublin Region Homeless Executive.

Following discussion the presentation was **NOTED**.

SPCH/7/25 (Agenda Item No 3)

Disability Strategy Update

An update on the Disability Strategy was presented by Pauline Burke, Administrative Officer, Housing Department.

Following a brief discussion the presentation was **NOTED**.

SPCH/8/25 (Agenda Item No 4)

Housing Delivery Update

An update on Housing Delivery was presented by Aoife Lawler, Senior Executive Officer, Housing Department.

Arising from discussion, a site visit to a housing development currently under construction for SPC members was proposed.

The presentation was **NOTED**.

The meeting concluded at 17.35 pm.

CHAIRPERSON

DATED

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**COMHAIRLE CONTAE FHINE GALL
FINGAL COUNTY COUNCIL**

HOUSING STRATEGIC POLICY COMMITTEE

TUESDAY 23rd SEPTEMBER 2025

ITEM NO. 02

REVIEW OF DIFFERENTIAL RENT SCHEME

Presentation at the meeting.

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HOUSING STRATEGIC POLICY COMMITTEE

Draft Rightsizing Policy

23rd September 2025

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What is the Objective of a Rightsizing Policy



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Maximizing the existing stock of housing available to Fingal County Council

To find earlier solutions to the needs of people with disabilities and the elderly

To embrace choice-based letting approaches to the selection of property types

To facilitate private homeowners, who may not find a rightsize solution themselves on the open market

To facilitate options for persons who have experienced empty-nesting, bereavement, divorce, or separation or are part of a de-congregation from collective housing settings.

What does Fingal currently offer?



HOMEOWNERS

FINANCIAL CONTRIBUTION SCHEME
ADAPTION GRANT WITH A DISABILITY
MOBILITY AIDS GRANT
HOUSING AID FOR OLDER PEOPLE
GRANT

SOCIAL TENANTS

TRANSFER SCHEME
DISABLED PERSONS GRANT
MEDICAL PRIORITY

Purpose of a Rapid Evidence Assessment Report



The Draft Rightsizing Policy is developed around two strands:



SOCIAL TENANTS



HOMEOWNERS

A Rapid Evidence Assessment Report was commissioned from DCU in order to ensure that best practice was achieved and engage with a forward thinking approach to policy creation.

Results of Rapid Evidence Assessment Report



FCC is providing a number of good services for those interested in Rightsizing.



Four recommendations after a review of national/international practices.



FCC wishes for the Housing SPC to discuss two of those recommendations.



The remaining recommendations must be discussed at National Level or are already provided.

Recommendations of REA



FCC should reduce the age of eligibility from 55 upwards to 50 upwards.

FCC should consider that financial constraints and practicality can be a barrier.

Introduction of a dedicated rightsizing service & right-sizing officers.

Any properties that are made available through the local authority or expressions of interest from over-occupiers to rightsize should be made available through a dedicated website.

Focused Discussion



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Should Fingal County Council reduce the age from which an applicant is eligible for older persons housing from 55 to 50 years?

Should Fingal County Council look to develop the Choice Based Lettings system to have a module for OPDs?



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COMHAIRLE CONTAE FHINE GALL FINGAL COUNTY COUNCIL

HOUSING STRATEGIC POLICY COMMITTEE

TUESDAY 23rd SEPTEMBER 2025

ITEM NO. 04

CODE OF CONDUCT FOR CONTRACTORS WORKING ON BEHALF OF THE COUNCIL

Motion: Councillor B. Ryan

"That a Code of Conduct be drawn up for Contractors working on behalf of the Council who are required to enter into the homes of Council tenants, to ensure that proper respect is shown to our tenants, and that this code be agreed by SPC members, and that adherence to this code will form part of every contract awarded."

Report:

When any contractor is engaged by Fingal County Council to undertake works in Council properties, a significant of interaction and liaison is undertaken by the Council's Housing Department to inform and consult with the tenants and contractors, to ensure the smooth undertaking of the works.

During the tender process, tendering Contractors go through a significant selection criterion and must pass a Suitability Assessment Questionnaire which contain requests for details under the headings such as:

- Health and Safety
 - accredited safety management system
 - an outline of their Safety Statement
 - evidence of how they manage health and safety on their projects
 - an example of how risk assessments are undertaken
 - details of how they assess competency for persons engaged in a project

- details of how they assess the health and safety resources required for a project.
- evidence of relevant qualifications and/or relevant safety training for management and staff
- Pre-Qualification Questionnaire for PSCS.

Tenders are also to comply to FCC GDPR and Guidelines for Protection of Children and Young People. The Successful Contractor is to maintain the safety of residents when accessing their works. Within the Framework Agreement itself KPI's are incorporated with respect to Health and Safety during the performance of a task. The Successful Contractor shall provide full and adequate supervision and site administration during the progress of the works. Fingal County Council appoints the successful tenderer as Project Supervisor Construction Stage (PSCS) in accordance with the requirements of the Safety, Health and Welfare at Work (Construction) Regulations 2013. The contractor shall include for complying with Safety, Health and Welfare at Work Acts and Regulations. Furthermore, Maintenance Contractors are governed by the contract they enter Public Works Contract PW-CG 11 which contain conditions such as:

- The Contractor (including Contractor's Personnel) must carry out the Works according to good practice in conformance with the Building Regulations and must only use goods and materials that are of good quality and (unless this contract or a Task Order says otherwise) new. Where requested by the Employer's Representative, the Contractor shall provide the certification necessary to comply with the Building Control Regulations.
- From when the Employer allows the Contractor access to any part of the Site, the Contractor must (in relation to parts to which access is allowed): as far as practicable, secure the Site and keep off the Site persons not entitled to be there and keep the Site in good order and free from unnecessary obstructions and as far as practicable, secure the safety of persons on the Site and protect them and users, owners and nearby areas from hazards and interference resulting from the Works.
- As far as practicable, the Contractor must not, and must ensure that Contractor's Personnel and the Works do not unnecessarily or improperly cause a nuisance or inconvenience to the public or users, owners, occupiers of land, roads, or footpaths on or near the Site, or interfere with the use of land, roads, or footpaths.

- The Contractor must ensure that Contractor's Personnel carry out their tasks in compliance with the Contractor's obligations under this contract. The Contractor is liable for acts and omissions of Contractor's Personnel as if they were acts or omissions of the Contractor.

In addition to the above Contractors engaged in maintenance and retrofit works (the main programmes that are carried out with tenants in situ) are briefed at the pre-start meeting on all contracts regarding their responsibilities to the Tenant that is in situ. The documentation associated with Health and Safety legislation also refers to the requirements, for example, the preliminary Health and safety plan for energy retrofit works section 2.09 site restrictions and section 2.12 access to the site. Design risk assessments for housing maintenance and small works section 4.6 also refers. Every Contractor working on these programmes is issued with the Fingal County Council Code of Practice and Guidelines for the protection of children and young people 2011 as part of the contract pack. Finally, there are strict data sharing agreements between Fingal County Council and any contracted company as processor.

Source of Report:
Fionnuala May, County Architect

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