

FAREHAM

BOROUGH COUNCIL

Report to Housing Tenancy Board

Date **27 January 2014**

Report of: **Director of Community**

Subject: **PRELIMINARY REVIEW OF WORK PROGRAMME FOR 2013/14
AND DRAFT WORK PROGRAMME FOR 2014/15**

SUMMARY

At the meeting of the Board on 22 April 2014, members will be asked to review the outcome of the work programme for the current year, 2013/14. Also at that meeting, the Panel will need to finalise the draft work programme for next year, 2014/15 and submit that draft work programme to the Executive.

This report contains details of the current position of the Board's existing work programme for the current year, in order to allow an early assessment of progress. It also gives some background information to assist members in drawing up the work programme for next year.

RECOMMENDATION

Members are asked to:-

- (a) confirm, the Work Programme for the remainder of the year 2013/14 and endorse any revisions listed within the report;
- (b) give an early assessment of progress in 2013/14;
- (c) give initial consideration of the work programme for 2014/15; and
- (d) inform the Executive.

INTRODUCTION

1. The work programme for the current year will need to be reviewed at the Board's meeting on 22 April 2013. At the same time, it will be necessary for the Board to draw up a draft programme for next year and submit that programme to the Executive at its meeting on 12 May 2013.
2. In order to assist the process, members may wish to take a preliminary look at both issues at this meeting.

WORK PROGRAMME – CURRENT YEAR 2013/14

3. At the first meeting of the Board on 29 July 2013 members gave consideration to a Work Programme for 2013/14 and agreed to the Work Programme attached as Appendix A to this report. The Work Programme was further considered and amended at the last meeting of the Board on 28 October 2013. Members are invited to make any initial comments on the outcome of the work programme, prior to the full review at the next meeting.

AMENDMENT TO THE WORK PROGRAMME FOR 2013/14

4. The Board is requested to endorse the decision to amend the Work Programme as detailed below:-
 - (i) A report titled 'Feedback from Consultation on Sheltered Housing Accommodation' has been added to the Board's agenda for 27 January 2014;
 - (ii) The report titled 'Impact of Welfare Reform' on the Board's agenda for 27 January 2014 has been amended to 'Impact of Removal of the Spare Room Subsidy';
 - (iii) The report titled 'Tenant and Leaseholder Satisfaction Survey' has been deferred from 27 January 2014 to 22 April 2014; and
 - (iv) The report titled 'Review of Tenancy Agreement' which was due to be reported to the Board on 27 January 2014 has been removed from the board's work programme.

PLANNING WORK PROGRAMME FOR 2014/15

5. There are four planned meetings of the Housing Tenancy Board in the next municipal year, to deal with ordinary business.
6. At this stage, particular items which are known to be coming before the Board during the next year are:-

14 July 2014

- Tenancy Services Performance Report for 2014/15 (April – June)
- Building Services Performance Report for 2014/15 (April – June)
- Work Programme 2014/15

20 October 2014

- Tenancy Services Performance Report for 2014/15 (July – Sept)
- Building Services Performance Report for 2014/15 (July – Sept)
- Work Programme 2014/15

26 January 2015

- Housing Revenue Account including the Housing Capital Programme for 2014/15
- Tenancy Services Performance Report for 2014/15 (Oct – Dec)
- Building Services Performance Report for 2014/15 (Oct - Dec)
- Preliminary review of Work Programme for 2013/14 and preliminary draft Work Programme for 2014/15

21 April 2015

- Estate Improvements Programme 2014-15
- Tenancy Services Performance Report for 2014/15 (Jan – March 2015)
- Building Services Performance Report for 2014/15 (Jan – March 2015)
- Review of Annual Work Programme for 2013/14 and final consideration of draft Work Programme for 2014/15

7. Other general items may arise during the year, such as responding to consultation papers by the Government.

RISK ASSESSMENT

8. There are no significant risk considerations in relation to this report

CONCLUSION

9. This report has provided Board members with a review of the work programme for 2013/14 and an outline work programme for 2014/15.

Background Papers: None

Reference Papers: Minutes of Housing Tenancy Board 28 October 2013

Enquiries: For further information on this report please contact Jon Shore. (Ext 4540)

HOUSING TENANCY BOARD –WORK PROGRAMME 2013/2014

Date	Subject	Training
20 May 2013	<ul style="list-style-type: none"> • Work Programme 2013/14 • Tenancy Services Performance Report for 2012/13 • Building Services Performance Report for 2012/13 • Housing Capital Programme 2013/14 • Review of Sheltered Guest Room Charge 	
29 July 2013	<ul style="list-style-type: none"> • Work Programme 2013/14 • Quarterly Performance Report - Tenancy Services • Quarterly Performance Report - Building Services • Review of Tenancy Agreements 	
28 Oct 2013	<ul style="list-style-type: none"> • Work Programme 2013/14 • Quarterly Performance Report - Tenancy Services • Quarterly Performance Report - Building Services • A review of car parking on housing estates • Estate Improvements 2013/14 - An Update • Housing Service Complaints • Findings from Energy and Water Survey 	
27 Jan 2014	<ul style="list-style-type: none"> • Preliminary review of Work Programme for 2013/14 and preliminary draft Work Programme for 2014/15 • Housing Revenue Account including the Housing Capital Programme for 2014/15 • Quarterly Performance Report - Tenancy Services • Quarterly Performance Report - Building Services • Impact of Removal of the Spare Room Subsidy • Feedback from Consultation on Sheltered Housing Accommodation 	

Date	Subject	Training
22 April 2014	<ul style="list-style-type: none"> • Review of Annual Work Programme for 2013/14 and final consideration of draft Work Programme for 2014/15 • Tenancy Services Performance Report for 2013/14 • Building Services Performance Report for 2013/14 • Estate Improvements Programme 2014-15 • Review and Update of Local Standards • Tenant & Leaseholder Satisfaction Survey 	