



Report to Housing Tenancy Board

Date: **21 January 2013**

Report of: **Director of Community**

Subject: **PRELIMINARY REVIEW OF HOUSING TENANCY BOARD WORK
PROGRAMME 2012/13 AND PRELIMINARY DRAFT BOARD
WORK PROGRAMME FOR 2013/14**

SUMMARY

At the meeting of the Board on 18 March 2013, members will be asked to review the outcome of the work programme for the current year, 2012/13. Also at that meeting, the Panel will need to finalise the draft work programme for next year, 2013/14 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 2012/13 and endorse any revisions listed within the report;
- (b) give an early assessment of progress in 2012/13; and
- (c) give initial consideration of the work programme for 2013/14.

INTRODUCTION

1. The work programme for the current year will need to be reviewed at the Board's meeting on 18 March 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 15 April 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 2012/13

3. At the first meeting of the Board on 18 June 2012 members gave consideration to a Work Programme for 2012/13 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 12 November 2012. Members are invited to make any initial comments on the outcome of the work programme, prior to the full review at the next meeting.
4. There are five planned meetings of the Housing Tenancy Board in the next municipal year, to deal with ordinary business.

Planning Next Year's Work Programme

5. Members are invited to consider items for the work programme for 2013/14 regarding the management of Council Housing and the relationship of the Council with its tenants.
6. At this stage, particular items which are known to be coming before the Board during the next year are:-

20 May 2013

- Work Programme 2013/14;
- Tenancy Services Performance Report for 2012/13;
- Building Services Performance Report for 2012/13; and
- Housing Capital Programme 2013/14

29 July 2013

- Work Programme 2013/14;
- Quarterly Performance Monitoring Report for Tenancy Services; and
- Quarterly Performance Monitoring Report for Building Services
- Review of Tenant Cashback Scheme Pilots

28 October 2013

- Work Programme 2013/14;
- Quarterly Performance Monitoring Report for Tenancy Services;
- Quarterly Performance Monitoring Report for Building Services;
- A review of car parking on housing estates
- Estate Improvements 2013/14 - An Update

27 January 2014

- Preliminary review of Work Programme for 2013/14 and preliminary draft Work Programme for 2014/15;
- Tenant and Leaseholder Satisfaction Survey
- Housing Revenue Account including the Housing Capital Programme for 2014/15;
- Quarterly Performance Monitoring Report for Tenancy Services; and
- Quarterly Performance Monitoring Report for Building Services;

14 April 2014

- 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; and
- Estate Improvements Programme 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 2012/13 and an outline work programme for 2013/14.

Appendices: Appendix A - Housing Tenancy Board Work Programme 2012/13

Background Papers: None

Reference Papers: Minutes of the Housing Tenancy Board –18 June 2012 and 12 November 2012.

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

APPENDIX A

HOUSING TENANCY BOARD –WORK PROGRAMME 2012/2013

Date	Subject	Training
18 June 2012	<ul style="list-style-type: none"> • Work Programme 2012/13 • Appointment of Co-opted Tenant Representatives • Tenancy Services Performance Report for 2011/12 - (for the whole year including January to March 2012) • Building Services Performance Report for 2011/12 - (for the whole year including January to March 2012) • Housing Capital Programme 2012/13 • Regulatory Framework for Social Housing 	
9 July 2012	CANCELLED	
10 Sept 2012	<ul style="list-style-type: none"> • Work Programme 2012/13 • Quarterly Performance Monitoring Report for Tenancy Services (April to June 2012) • Quarterly Performance Monitoring Report for Building Services (April to June 2012) • Tenant Cashback Scheme - Experience from pilots 	
12 Nov 2012	<ul style="list-style-type: none"> • Appointment of Co-Opted Tenant Deputy Representative • Work Programme 2012/13 • Draft Annual Report to Tenants • Tenancy Strategy • Quarterly Performance Monitoring Report for Tenancy Services (July to Sept 2012) • Quarterly Performance Monitoring Report for Building Services (July to Sept 2012) • Former Tenant Debt Recovery - An Update • Estate Improvements 2012/13 - An Update 	

Date	Subject	Training
21 Jan 2013	<ul style="list-style-type: none">• Preliminary Review of the Work Programme for 2012/13 and preliminary draft work programme for 2013/14• Housing Revenue Account including the Housing Capital Programme for 2013/14• Quarterly Performance Monitoring Report for Tenancy Services(October to December 2012)• Quarterly Performance Monitoring Report for Building Services (October to December 2012)• Changes to the Sheltered Housing Service at Garden Court, Portchester	
18 March 2013	<ul style="list-style-type: none">• Review of the Annual Work Programme for 2012/13 and Final Consideration of Draft Work Programme for 2013/14• Estate Improvements Programme 2013/14• Review and Update of Local Standards• Tenancy Agreement• Homeswapper Scheme - An Update	

Unallocated items

- (i) A review of car parking on housing estates (Minute 10(b) of 18 June 2012 refers)
- (ii) Tenant and Leaseholder Satisfaction Survey
- (iii) Tenant Cashback Scheme Pilots - An Update