

FAREHAM

BOROUGH COUNCIL

Report to Housing Tenancy Board

Date **28 October 2013**

Report of: **Director of Community**

Subject: **HOUSING TENANCY BOARD WORK PROGRAMME 2013/14**

SUMMARY

The proposed Work Programme for the year was agreed by the Board at its meeting on 29 July 2013.

RECOMMENDATION

Board members are invited to further review the Work Programme for the year 2013/2014 and endorse the revised changes as detailed in the report. The Work Programme for 2013/14 is attached as Appendix A.

INTRODUCTION

1. At the last meeting of the Board, on 29 July 2013, members agreed a draft Work Programme for 2013/14 which was submitted to the Executive at its meeting on 2 September 2013. The Work Programme is attached as Appendix A to this report.

AMENDMENT TO THE WORK PROGRAMME FOR 2013/14

2. The Board is requested to endorse the decision to amend the Work Programme as detailed below:-
 - (i) A report titled 'Review of Tenancy Agreement' has been added to the Board's agenda for 27 January 2014; and
 - (ii) Report on 'Review of Customer Satisfaction' scheduled for 28 October 2013 is no longer required so has been removed from the work programme.

RISK ASSESSMENT

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

CONCLUSION

4. The Board is now invited to:-
 - (i) endorse the decisions to make the revisions to the 2013/14 Work Programme as stated in paragraph 2 above;
 - (ii) confirm the programme items as set out in Appendix A; and
 - (iii) inform the Executive for information.

Appendix A: Housing Tenancy Board Work Programme for 2013/14

Background Papers: None

Reference Papers: Minutes of Housing Tenancy Board 29 July 2013 – Point 10.

Enquiries:

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

Appendix A

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 • Tenant and Leaseholder Satisfaction Survey • Housing Revenue Account including the Housing Capital Programme for 2014/15 • Quarterly Performance Report - Tenancy Services • Quarterly Performance Report - Building Services • Impact of Welfare Reform • Review of Tenancy Agreement 	

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 	

Unallocated items

- Review of Tenant Cashback Scheme Pilots'