

# FAREHAM

## BOROUGH COUNCIL

### Report to Housing Tenancy Board

**Date** 22 April 2014

**Report of:** Director of Community

**Subject:** REVIEW OF ANNUAL WORK PROGRAMME FOR 2013/14 AND  
FINAL CONSIDERATION OF DRAFT WORK PROGRAMME FOR  
2014/15

#### SUMMARY

At the last meeting of the Board on 27 January 2014, members reviewed the existing work programme for 2013/14 and also considered the draft work programme for 2014/15. The Board is now invited to assess the overall progress for the current year and finalise a draft work Programme for 2014/15.

#### RECOMMENDATION

Board members are asked to:-

- (a) review the outcomes of the work programme for 2013/14, together with the revisions stated;
- (b) agree a proposed work programme for 2014/15, together with the revisions stated; and
- (c) submit the proposed work programme for 2014/15 to the Executive for endorsement.

## **INTRODUCTION**

1. At the meeting of the Board on 27 January 2014, members reviewed the work programme for 2013/14 and considered possible items for a proposed programme for 2014/15. This is the last cycle of meetings for this year and the Board is invited to finalise its review of this year's work and confirm the draft programme for 2014/15.

## **REVIEW OF WORK PROGRAMME – 2013/14**

2. Appendix A to this report gives details of the work programme for the year 2013/14 and Board members are invited to make comments on the outcome of that work programme and note the revision to the work programme as shown below:-

Revision to the Work Programme for 2013/2014:-

- (i) Review and Update of Local Standards scheduled to be reported to the Board on 22 April 2014 has been deferred to the Board's meeting on 28 July 2014;
  - (ii) Tenant and Leaseholder Satisfaction Survey scheduled to be reported to the Board on 22 April 2014 has been deferred to the Board's meeting on 28 July 2014;
  - (iii) Appointment of co-opted Tenant and Leaseholder representatives and deputies to the Housing Tenancy Board has been deferred to the Board's meeting on 28 July; and
  - (iv) Update on programme for Mobility Scooter Storage has been added to the Board's agenda for 22 April 2014.
3. The Board has advised the Executive and officers on key issues over a wide range of subjects during 2013/14, these have included:-
    - The appointment of Co-opted Tenant and Leaseholder Representatives and Deputies to the Housing Tenancy Board;
    - Housing Capital Programme for 2013/14;
    - Review of Sheltered Guest Room Charge;
    - Housing Service Complaints;
    - Review of Tenancy Agreement;
    - Review of Car Parking on Housing Estates;
    - Estates Improvement Programme for 2013/14;
    - Findings from Energy and Water Survey;
    - Petition from Arras House;
    - Feedback from Sheltered Housing Accommodation Review;
    - Impact of Reduction in Spare Room Subsidy;
    - Housing Revenue Account; and
    - Update on past programme of Mobility Scooter Storage
  4. In addition to the items listed above, the Board received and considered the work programme at each meeting, Chairman's report from the General Tenants Forum and Performance Monitoring reports from Building Services and Tenancy Services on a quarterly basis.

## **DRAFT WORK PROGRAMME – 2014/15**

5. Appendix B to this report gives details of the draft work programme 2014/15 as discussed at the last meeting of the Board on 27 January 2014.
6. In addition, the Board is requested to endorse the decision to make the following revisions to the Work Programme (please note item(s) listed below have been incorporated in the work programme attached as Appendix B):-

Suggested revision(s) to the Work Programme for 2014/15 include:

- (i) Review and Update of Local Standards has been deferred to the Board's meeting on 28 July 2014; and
- (ii) Tenant and Leaseholder Satisfaction Survey has been deferred to the Board's meeting on 28 July 2014.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

8. Board members are invited to give consideration to the outcome of the Board's work programme for the current year. In addition, members are asked to finalise the draft work programme for 2014/15 and make any necessary additions or amendments as required. Following this meeting of the Housing Tenancy Board, the draft work programme for 2014/15 can be submitted to the Executive at its meeting on 12 May 2014.

**Appendices:** Appendix A – Work Programme for 2013/14; and  
Appendix B – Draft Work programme for 2014/15

**Background Papers:** None

**Reference Papers:** Preliminary Review of the Work Programme for 2013/14 - Report to Housing Tenancy Board 27 January 2014

## **Enquiries:**

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

**HOUSING TENANCY BOARD –WORK PROGRAMME 2013/2014**

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

Date	Subject
22 April 2014	<ul style="list-style-type: none"> <li>• Review of Annual Work Programme for 2013/14 and final consideration of draft Work Programme for 2014/15</li> <li>• Tenancy Services Performance Report for 2013/14</li> <li>• Building Services Performance Report for 2013/14</li> <li>• Estate Improvements Programme 2014-15</li> <li>• Update on past programme of Mobility Scooter Storage</li> </ul>

**HOUSING TENANCY BOARD –WORK PROGRAMME 2014/2015**

<b>Date</b>	<b>Subject</b>
28 July 2014	<ul style="list-style-type: none"> <li>• Work Programme 2014/15</li> <li>• Quarterly Performance Report – Tenancy Services</li> <li>• Quarterly Performance Report – Building Services</li> <li>• Appointment of Co-opted Tenant and Leaseholder Representatives and Deputies to the Housing Tenancy Board</li> <li>• Review and Update of Local Standards</li> <li>• Tenant and Leaseholder Satisfaction Survey</li> </ul>
20 October 2014	<ul style="list-style-type: none"> <li>• Work Programme 2014/15</li> <li>• Quarterly Performance Report - Tenancy Services</li> <li>• Quarterly Performance Report - Building Services</li> <li>• Update on Estates Improvement Programme 2014/2015</li> </ul>
26 January 2015	<ul style="list-style-type: none"> <li>• Preliminary review of Work Programme for 2014/15 and preliminary draft Work Programme for 2015/16</li> <li>• Housing Revenue Account including Housing Capital Programme for 2015/16</li> <li>• Quarterly Performance Report - Tenancy Services</li> <li>• Quarterly Performance Report - Building Services</li> </ul>
21 April 2015	<ul style="list-style-type: none"> <li>• Review of Annual Work Programme for 2014/15 and final consideration of draft Work Programme for 2015/16</li> <li>• Annual Performance Report for 2014/15 - Tenancy Services</li> <li>• Annual Performance Report for 2014/15 - Building Services</li> <li>• Estates Improvement Programme for 2015/16</li> </ul>