

# FAREHAM

## BOROUGH COUNCIL

### Report to Housing Tenancy Board

**Date**                    28 July 2014

**Report of:**            Director of Community

**Subject:**                **APPOINTMENT OF TENANT AND LEASEHOLDER CO-OPTED MEMBERS AND THE REVIEW OF TENANT INVOLVEMENT**

#### **SUMMARY**

This report considers the co-opting of tenant and leaseholder representatives onto the Housing Tenancy Board following a review of the tenant and leaseholder involvement structure at an Annual General Meeting in March 2014.

The report also asks the board to consider allowing tenant deputy representatives to stand in on occasions when the co-opted leaseholder representative(s) are unable to attend.

#### **RECOMMENDATION**

That Board members note the contents of the report, endorse the amalgamation of existing tenant and leaseholder forums and permit deputy co-opted tenant members to stand in at Board meetings when the co-opted leaseholder representative(s) are unable to attend.

## **INTRODUCTION**

1. There are currently four co-opted tenant and leaseholder representatives on the Housing Tenancy Board. This is made up as follows:
  - Chairman and Vice-Chairman of General Tenants' Forum;
  - Chairman of Sheltered Tenants' Forum; and
  - Chairman of Leaseholders' Forum
2. In addition to the above there are two tenant deputy representatives but no leaseholder deputy representative.
3. In the past when a tenant representative on the Board is absent one of the tenant deputy representatives stands in. However on occasions when the leaseholder representative has been unable to attend there has been no deputy to stand in.
4. At the Annual General Meeting (AGM) for Tenants and Leaseholders in March 2014 there was discussion and support by those present for the merging of the existing tenant and leaseholder forums into one tenant and leaseholder housing forum. As a result of this the process of co-opting tenant and leaseholder representatives onto the Housing Tenancy Board needs to be reviewed.

## **TENANT AND LEASEHOLDER REPRESENTATIVES**

5. Following the AGM there has been discussion and agreement with the Chairman of both the Sheltered Tenants Forum and Leaseholders Forum to merge into one forum for all tenants and leaseholders. Tenants and leaseholders on the mailing list have been written to advising them of the change. The first meeting of the new Tenants and Leaseholders Housing Forum took place on 19 June 2014.
6. The constitution of the merged Forum is in the process of being reviewed in consultation with the members of the Tenants' and Leaseholders' Housing Forum. The process of nominating tenant and leaseholder representatives onto the Housing Tenancy Board will be reviewed at the same time. It is anticipated that a new constitution will be in place before the Board's next meeting.
7. Following discussion with the previous Chairman and Vice-Chairman of the Sheltered Tenants' Forum it is proposed that they will continue in their roles on the Housing Tenancy Board. This will be reviewed at the Annual General Meeting of the Tenants' and Leaseholders' Forum in March 2015 or sooner depending on whether both tenants are happy to continue in these roles.
8. The Chairman of the General Tenants Forum was re-elected at the AGM in March and will continue to sit on the Housing Tenancy Board. The Vice-Chairman is not due for re-election until next year and so will continue to sit on the Housing Tenancy Board.
9. The previous Chairman of the Leaseholders' Forum will continue to represent leaseholders at the Housing Tenancy Board. There is however no nominated deputy leaseholder representative to sit on the Housing Tenancy Board. This unfortunately has meant on occasions when the leaseholder representative has been absent that the number of tenant and leaseholder representatives have been short.

## **PROPOSED CHANGES**

10. That the current co-opted tenant and leaseholder representatives continue in their respective roles.
11. In the event that the Leaseholder representative is unable to attend a meeting and there is no leaseholder deputy to take their place one of the tenant deputy representatives, if available, will be asked to stand in.
12. Although it is acknowledged that replacing a leaseholder representative with a tenant representative was not the original intention, many issues discussed by the Board are of common interest to both leaseholders and tenants. Furthermore this will provide an opportunity for one of the tenant deputy representatives to gain some valuable experience in participating in the Board's discussion.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

14. This report to the Board has outlined a change to the tenant and leaseholder involvement structure with one Forum representing all tenants and leaseholders; highlighted the need for a revised constitution and proposed that a tenant deputy representative will stand in when there is no leaseholder representative available.

**Background Papers:** None

**Reference Papers:** None

**Enquiries:** For further information on this report please contact Jennie Larkin. (Ext 4463)