

Housing Select Committee (Chairman – Cllr Stephen Murray)

Work Programme 2015/16

Item	Report Deadline/Priority	Progress/Comments	Programme of Meetings
Standard (Periodic) Items			
(1) Performance against Housing Service Standards and Review (Recommendations to Housing Portfolio Holder)	June 2015 (Medium)	Completed – June 2015	16 June 2015 8 September 2015 10 November 2015 12 January 2016 8 March 2016
(2) 6-Month Progress Report on Housing Strategy Action Plan 2015/16	June 2015 (Medium)	Completed – June 2015	
(3) Housing Key Performance Indicators (KPI) – 2014/15 Out-Turn	June 2015 (Low)	Completed – June 2015	
(4) Housing Key Performance Indicators (KPI) – Quarter 1	November 2015 (Low)	Completed – November 2015	
(5) Six-monthly Progress Report on Housing Business Plan Action Plan	November 2015 (Medium)	Completed – November 2015	
(6) Six-Month Review of the HRA Financial Plan	November 2015 (High)	Completed – November 2015	
(7) Housing Key Performance Indicators (KPI) – Quarter 2	January 2016 November 2015 (Low)	Completed – November 2015	

(8) Housing Strategy Key Action Plan 2015 – 12 Month Progress Report	January 2016 (Medium)	Completed – January 2016 meeting
(9) Housing Strategy Key Action Plan 2016 <i>(Recommendations to Housing Portfolio Holder)</i>	January 2016 (Medium)	Completed – for January 2016 meeting
(10) Briefing on the proposed Council rent increase for 2016/17	January 2016 (Low)	Completed – for January 2016 meeting
(11) Private Sector Housing Strategy Action Plan – Annual Progress Report	November 2015 N/A (Medium)	No longer required – A presentation was given at the November meeting on the approach to dealing with private empty properties, with the Housing Service Strategy scheduled for consideration at the March 2016 meeting. The Housing Portfolio Holder has also recently formally agreed to extend the existing Private Sector Housing Strategy (pending the formulation of a new Housing Strategy) – and the report to the Portfolio Holder provided a progress report on the Action Plan
(12) Proposed housing service improvements and service enhancements – 2016/17 <i>(Recommendations to Cabinet)</i>	January 2016 N/A (High)	No longer required – Due to the requirement to reduce rents by 1% p/a for 4 years and to sell “high value” void properties to fund the Voluntary Right to Buy for housing association tenants, the Finance and Performance Cabinet Committee has placed a moratorium on the use of the Housing Improvements and Service Enhancements Fund until a further review of options to ensure the HRA remains in surplus for 30 years is undertaken in 2016
(13) Housing Key Performance Indicators (KPI) – Quarter 3	March 2016 (Low)	Scheduled - for March meeting

(14) Housing Key Performance Indicators (KPI) – Targets for 2016/17	March 2016 (High)	Scheduled - for March meeting
(15) 12-monthly Progress report on Housing Business Plan Action Plan 2015/16	March 2016 (Medium)	Scheduled - for March meeting
(16) HRA Business Plan 2016/17	March 2016 (High)	Scheduled - for March meeting
(17) Data Quality Strategy 2016/17 and 2017/18	March 2016	Scheduled – for March meeting
Special (Planned) Items		
(18) Homelessness Strategy 2015-2018	June 2015 (High)	Completed – June 2015
(19) Housing Service Strategy on Housing and Estate Management (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	June 2015 (Medium)	Completed – June 2015
(20) Housing Service Strategy on Energy Efficiency (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	June 2015 (Medium)	Completed – June 2015
(21) Housing Service Strategy on Older Peoples Housing (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	June 2015 (Medium)	Completed – June 2015

(22) Housing Service Strategy on Harassment (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	September 2015 November 2015 (Medium)	Completed – November 2015
(23) Results of the STAR Triennial Tenant Satisfaction Survey	November 2015 (High)	Completed – November 2015
(24) Housing Service Strategy on Empty Properties (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	September 2015 March 2016 (Medium)	Scheduled – for March meeting.
(25) Review of the approach to the Scheme Management Service to sheltered housing and properties designated for older people <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	November 2015 June 2016 (High)	Deferred to June 2016 meeting – Officers are currently formulating the proposals, which need detailed consideration before they can be brought forward.
(26) Report of the Tenant Scrutiny Panel on its Service Review of Tenant Involvement	November 2015 June 2016 (Medium)	Deferred to June 2016 meeting – Very little progress has been made by the Tenant Scrutiny Panel, which has been exacerbated by the recent departure of the Tenant Participation Officer. However, recruitment to the post is underway and the new officer will be assisting the Tenants and Leaseholders Federation to review its approach to tenant scrutiny.
(27) Review of the future use of sheltered/grouped housing scheme sites <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	March 2016 June 2016 (High)	

(28) Housing Service Strategy on Home Ownership and Leaseholder Services <i>(Recommendations to Housing Portfolio Holder)</i>	September 2015 November 2016 (Medium)	Deferred to January 2018 meeting – in line with the recommendation of the report on the outcome of the review of the future coverage and scope of housing service strategies.	
(29) Policy on HMO Licensing	September 2015 N/A (High)	No longer required – The Policy has now been considered and approved by the Cabinet direct, at its meeting in December 2015.	
(30) Housing Service Strategy on Housing Advice (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	March 2016 N/A (Medium)	No longer required – in line with the recommendation of the report on the outcome of the review of the future coverage and scope of housing service strategies	
(31) Housing Service Strategy on Under-Occupation (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	March 2016 N/A (Medium)	No longer required – to be incorporated within the Housing and Estate Management Service Strategy when next reviewed, in line with the recommendation of the report on the outcome of the review of the future coverage and scope of housing service strategies.	
(32) Housing Service Strategy on Rent Collection and Administration (3-Year Review) <i>(Recommendations to Housing Portfolio Holder)</i>	September 2015 N/A (Medium)	No longer required – to be incorporated within the Housing and Neighbourhood Management Service Strategy when next reviewed, in line with the recommendation of the report on the outcome of the review of the future coverage and scope of housing service strategies	
Items added to Work Programme during the year			
(33) Discussion on Future approach to Housing Service Strategies	November 2015	Completed – November 2015	

(34) Presentation on the current and future approach to dealing with private empty properties	November 2015	Completed – November 2015	
(35) Response to DCLG consultation on mandatory “Pay to Stay” Scheme	November 2015	Completed – November 2015	
(36) Revised approach to Housing Service Strategies (reduced no. and content – with updates every 5 years)	January 2016	Completed – January 2016	
Planned Items for Future Years			
Interim (soft) review of the success of the pilot scheme to extend the opening hours of the Limes Centre, following 6 months’ operation	September 2016 (Low)		
Review of Housing Management Staffing Levels following the introduction of Universal Credit	June 2016 (Medium)		
Housing Strategy 2016 – 2020	September 2016 (High)		
Annual Diversity Report of Housing Applicants <i>(Recommendations to Housing Portfolio Holder)</i>	September 2016 (Medium)		
Presentation on Disabled Facilities Grants	September 2016 (Medium)		

Review of the success of the pilot scheme to extend the opening hours of the Limes Centre, following 12 months' operation	January 2017 (Medium)		
Review of Housing Allocations Scheme and Tenancy Policy after 2 years operation (with any changes effective from April 2018)	October 2017 (High)		