

Housing Scrutiny Standing Panel – 2012/2013

Item	Report Deadline / Priority	Scheduled Date	Progress / Comments	Programme of Future Meetings
Standard (Periodic) Items				28th June 2012 (Special) 24th July 2012 7th August 2012 23rd October 2012 17th December 2012 28 th January 2013 19 th March 2013
(1) Annual Ethnic Monitoring Review of Housing Applicants <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	July 2012	Completed – July 2012 meeting	
(2) Annual Report on the HomeOption Choice Based Lettings Scheme	Low	July 2012	Completed – July 2012 meeting	
(3) Housing Performance Indicators - 2011/12 Out-turn (Tenant-Selected & KPIs)	Low	July 2012	Completed – July 2012 meeting	
(4) Housing Strategy Action Plan 2012/13 <i>(Recommendations to Cabinet)</i>	High	August 2012	Completed – August 2012 meeting	
(5) Performance against Housing Service Standards and Review <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	August 2012	Completed – August 2012 meeting	
(6) 12-Month Progress Report on Housing Strategy Action Plan 2011/12	Low	August 2012	Completed – August 2012 meeting	
(7) Six-Month Review of the HRA Financial Plan	Medium	October 2012	Completed – October 2012 meeting	

(8) Six-monthly Progress Report on Housing Business Plan Action Plan	Low	October 2012	Completed – October 2012 meeting
(9) Annual Review of the Housing Allocations Scheme (<i>Recommendations to Cabinet</i>)	High	January 2013 December 2012	Completed – December 2012
(10) Briefing on the proposed Council rent increase for 2013/14	Low	January 2013	On Agenda for January meeting
(11) Six-monthly Progress report on Housing Strategy Action Plan 2012/13	Low	January 2013	On Agenda for January meeting
(12) HRA Business Plan 2013/14 (<i>Recommendations to Housing Portfolio Holder</i>)	High	March 2013	Not yet due
(13) Six-Month Review of the HRA Financial Plan	Medium	March 2013	Not yet due
(14) 12-monthly Progress report on Housing Business Plan Action Plan	Low	March 2013	Not yet due
Special (Planned) Items – Including Updated Housing Service Strategies			
(15) Issues relating to the implementation of new licences for park home sites (<i>Recommendations to Cabinet</i>)	High	June 2012	Completed – June 2012

(16) Homelessness Strategy – Revision and update <i>(Recommendations to Housing Portfolio Holder)</i>	High	July 2012	Completed – July 2012 meeting
(17) West Essex Tenancy Strategy – Consultation Draft	High	July 2012	Completed – July 2012 meeting
(18) Response to CLG “Pay to Stay Consultation Paper”	Medium	July 2102	Completed – July 2012 meeting
(19) Presentation by Mears – Repairs Management Contract – One year on	Medium	August 2012	Completed – August 2012 meeting
(20) Results of the Tenant Satisfaction Survey 2012	Medium	August 2012	Completed – August 2012 meeting
(21) Housing Service Strategy on Home Ownership (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	October 2012	Completed – October 2012 meeting
(22) Housing Service Strategy on Rent Administration (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	October 2012	Completed – October 2012 meeting
(23) Adoption of EFDC’s Tenancy Policy <i>(Recommendations to Cabinet)</i>	High	October 2012 December 2012	Completed – December 2012

(24) Proposed housing service improvements and service enhancements, as a result of the additional resources available from HRA self financing <i>(Recommendations to Cabinet)</i>	High	January 2013	On Agenda for January meeting	
(25) Housing Service Strategy on Under-Occupation (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	October 2012 January 2012	On Agenda for January meeting	
(26) Housing Service Strategy on Housing Advice (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	January 2013	On Agenda for January meeting	
(24) Housing Service Strategy on Repairs and Maintenance (New) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	October 2012 March 2013	Deferred to a later meeting – Due to workload and other commitments	
(25) Housing Service Strategy on Energy Efficiency (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	October 2012 March 2013	Deferred to a later meeting – Due to workload and other commitments	
(27) Housing Service Strategy on Equality and Diversity (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	October 2012 March 2013	Deferred to a later meeting – Due to workload and other commitments	

(30) Housing Service Strategy on Allocations (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	January 2013 July 2013	Deferred to July meeting – In order to first complete the implementation of the Housing Allocations Scheme.
(31) Housing Service Strategy on Tenant Participation (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	March 2013	Not yet due
(32) Housing Service Strategy on Harassment (Review and update) <i>(Recommendations to Housing Portfolio Holder)</i>	Medium	March 2013	Not yet due
Items added after the original Work Programme was agreed			
(33) Establishment and Operation of Tenant Scrutiny Panel	Low	Jan 2013 March 2013	Deferred to March meeting – In order to await the completion of training to tenant members, which commences in January 2013
(34) Bi-annual Tenant Satisfaction Survey – Benchmarking with other Landlords	Low	March 2013	Not yet due
(35) Progress Reports on the Welfare Reform Mitigation Action Plan	Medium	Jan 2013 & March 2013	On Agenda for January meeting

Items for Future Years

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Progress Report on Private Sector Housing Strategy	Low	July 2013	
Social Housing Fraud Scheme – Progress Report	Low	July 2013	
Review of new posts under Housing Improvements and Enhancements Budget: (a) Senior Housing Officer (Social Housing Fraud) (b) Housing Underoccupation Officer (c) Handyperson – Sheltered Housing Schemes	Low	July 2013	
Progress Reports on the Welfare Reform Mitigation Action Plan	Medium	July 2013 Oct 2013 Jan 2014 Mar 2014	
12-Month Review of Housing Allocations Scheme	High	July 2014	