

WYRE FOREST DISTRICT COUNCIL

**Special Overview and Scrutiny Committee
8th August 2012**

**Recommendations from the Housing Review Panel
31st July 2012**

Housing Review Panel

The Panel worked with the Community Housing Group and representatives from the Tenants Federation and Tenants Consultative Committees on the Membership of the proposed Tenant Services Committee.

Recommend to Overview and Scrutiny Committee:

- 1. The five existing Tenant Board Members act in an interim capacity between September 2012 and September 2013 to represent the tenants on the Tenant Services Committee in the new governance structure, during which time a democratically held election be held for the nine positions to ultimately form the Tenant Services Committee from September 2013, where all Community Housing Group Tenants would be given the opportunity to stand and vote at the election. Such election in the first instance to require all tenants to be canvassed for proposed nominations for election, to be followed by an election that gives every tenant the opportunity to cast a vote(s) for their preferred candidate(s).**
- 2. Those persons nominated to stand for election will be subject to normal background checks to ascertain their eligibility to stand for election; the background checks will cover areas such as rent arrears, criminal records and bankruptcy.**
- 3. Community Housing Group to make available a Job Description and Person Specification together with eligibility criteria (as set out at 2 above) to any tenant wishing to consider nomination for election to the Tenant Services Committee.**
- 4. Community Housing group be requested to ensure that there is a uniformed geographic representation of tenants on the Tenant Services Committee from across the Wyre Forest District.**
- 5. A representative from both the Tenants Federation and Central Tenant Forum be involved to oversee the election and appointment process and to act as a scrutiny role throughout the proceedings.**
- 6. Prior to the elections taking place, the Community Housing Group to run 'taster' sessions for any Tenants considering nomination to enable them to gain an understanding of the role and what would be expected of them on**

the Tenant Services Committee. The sessions could also involve shadowing existing Tenant Board Members if appropriate.

- 7. Following the election the successful appointees to the Tenant Services Committee to receive training from the Community Housing Group prior to them first taking up their Board role, to enable them to effectively take up their role from September 2013.**