

Governance Team to populate Report for Tenant's Strategic Group meeting on 25<sup>th</sup> January 2020.

<b>Report Version No:</b>	<b>1.</b>
<b>REPORT SIGNED OFF BY Shari Hallett</b>	<b>Date: 07/01/2021</b>
1) Service Manager – Shari Hallett	YES – 07/01/2021
2) Legal	NOT REQUIRED-UPDATE ONLY
3) Finance - Kerry Prisco	YES –Housing Performance Budget
4) Governance Team	NOT REQUIRED-UPDATE ONLY
5) SMT	NO - Housing SMT 11/12/2020
6) Informal Executive	NOT REQUIRED-UPDATE ONLY
7) Governance Team	NOT REQUIRED-UPDATE ONLY

## Somerset West and Taunton Council

### Tenant's Strategic Group Meeting – 25<sup>th</sup> January 2021

**Tenant's Strategic Group Election Update –\*Please note for information purposes only\***

**Report Author: Sharon Yarde, Housing Customer Experience Lead**

#### **Background**

The Terms of Reference for the Tenant's Strategic Group state that elections should be held every 3 years. Therefore, an election is due. In the previous meeting I gave a timeline for the election as taking place in January 2021. This timeline has changed and has now been scheduled so that the newly elected members can start in April 2021.

## Project Timeline

Letter, Information pack & application form sent to tenants	11th January 2021
Completed application forms to be returned	8th February 2021 (1 month)
Housing Performance Team to check eligibility of applicants	11/01 until 08/02/2021
<b>If 10 or less applications, the election will not go ahead</b>	
Candidate statement & ballot paper sent to all tenants	1st March 2021
Election open for voting	01/03 until 30/03/2021
Election closes	30 <sup>th</sup> March 2021
<b>Election to be held on 31st March 2021</b>	
Results announced	1 <sup>st</sup> April 2021

## Current update

- We decided to use Civica for the ballot, this decision was based on their extensive experience and competitive quote.
- The information pack and application form sent to all tenants on 11<sup>th</sup> January 2021.
- An online application form available on the website.
- The Housing Performance Team will assess the applications against the eligibility criteria.
- All applications must be received by 7<sup>th</sup> February 2021.
- Sharon Yarde will update Civica as soon as over 10 applications have been received.
- If under 10 applications received, an election will not be required.

## Recommendations

To keep Tenant Strategic Group members up to date with progress at the next meeting in March 2021.

## Going Forward

Open for questions from the group during the meeting on 25<sup>th</sup> January 2021

## Democratic Path:

- **Scrutiny / Corporate Governance or Audit Committees – No**
- **Cabinet/Executive – No**
- **Full Council – No**

Reporting Frequency:  Once only       Ad-hoc       Quarterly  
 Twice-yearly       Annually

## Contact Officers

<b>Name:</b>	<b>Sharon Yarde</b>
<b>Direct Dial:</b>	<b>07818529194</b>
<b>Email:</b>	<b>s.yarde@somersetwestandtaunton.gov.uk</b>