

# HOUSING MANAGEMENT ADVISORY BOARD

11 January 2023

## Report of the Director of Housing and Wellbeing

### ITEM 7 WORK PROGRAMME AND MEETING DATES 2022/23

#### Purpose of the Report

To enable the Board to agree its work programme. The current work programme, appended, sets out the position following the previous meeting of 9<sup>th</sup> November 2022 and subsequent discussion with the Head of Landlord Services and the Chair regarding additional items that require consideration by the Board.

The Board is also asked to agree meeting dates for the remainder of the 2022/23 Council Year, and to review the information it receives in the Performance Information Pack (which is sent out each meeting and considered following the formal meeting, if required).

The Meeting dates for 2022/23 are as follows:

11<sup>th</sup> January 2023

1<sup>st</sup> February 2023

22<sup>nd</sup> March 2023

26<sup>th</sup> April 2023

#### Recommendations

1. To agree that the Board's work programme be updated in accordance with the decisions taken during consideration of this item and any further decisions taken during the course of the meeting.
2. That the Board reviews the information it wishes to receive in the Performance Information Pack, which is currently as follows:
  - Repairs
  - Gas Servicing
  - Rent Collection
  - Rent Arrears Percentage of Annual Rent Debit
  - Tenancy Management
  - Anti-social Behaviour
  - Supported Housing
  - Customer Satisfaction
  - Rent Arrears and Universal Credit

#### Reasons

1. To ensure that the information contained within the work programme is up to date.
2. A review of this matter has been requested by the Chair.

## HOUSING MANAGEMENT ADVISORY BOARD - WORK PROGRAMME

MEETING DATE/ FREQUENCY	ISSUE	INFORMATION REQUIRED/ INVITEES/ OFFICERS	NOTES
<b>SCHEDULED:</b>			
Every meeting	Work programme		To review the Board's work programme.
Every meeting	Questions from members of the Board		<p>Questions on matters within the remit of the Board (if any), for response at the meeting.</p> <p>Members will be asked in advance of the agenda being published for each meeting whether they have any such questions, for listing on the agenda.</p>
Every meeting	<b>EXEMPT</b> - Update on Future Arrangements for the Delivery of Planned Works, Voids, and Associated Works	Director of Housing and Wellbeing	<b>Exempt report</b>
Quarterly	Performance Information	Director of Housing and Wellbeing	<p>As Requested at the meeting of 14<sup>th</sup> July 2021</p> <p>See also HMAB minute 14.4, 9th November 2016. Also minutes from 4th February 2021.</p> <p>To enable the Board to ask questions, if any, on the performance information pack sent out with the agenda for the meeting.</p> <p>To include 'Voids Journey' as requested by Chair at the meeting of 9<sup>th</sup> November 2022</p>

<b>MEETING DATE/ FREQUENCY</b>	<b>ISSUE</b>	<b>INFORMATION REQUIRED/ INVITEES/ OFFICERS</b>	<b>NOTES</b>
Annual	Budget Setting and Priorities for Next Year	Director of Housing and Wellbeing	To be considered in November with an update in January.
Annual	HRA outturn	Director of Housing and Wellbeing	
Annual	Housing Ombudsman's Complaint Handling Code - Self-Assessment	Director of Housing and Wellbeing	To be considered every September
11 <sup>th</sup> January 2023	Draft Budget	Group Accountant	
11 <sup>th</sup> January 2023	Sheltered Review – St Michael's Court	Director of Housing and Wellbeing	
1 <sup>st</sup> February 2023	Asset Management Strategy: Investment Priorities.	Director of Housing and Wellbeing	Q2 2022/23
22 <sup>nd</sup> March 2023	Repair Guide	Director of Housing and Wellbeing	Requested at meeting on 12 <sup>th</sup> May 2021
22 <sup>nd</sup> March 2023	Introduction to J. Tomlinson	Director of Housing and Wellbeing	

<b>TO BE SCHEDULED:</b>			
To be scheduled	Re-designation of Stock	Director of Housing and Wellbeing	Requested at meeting on 10 <sup>th</sup> November 2021
To be scheduled	Housing Strategy	Head of Strategic Housing	Rescheduled from November Meeting
To be scheduled	Sheltered Accommodation	Director of Housing and Wellbeing	
To be scheduled	Garages Review	Head of Strategic Housing	Requested at meeting on 10 <sup>th</sup> November 2021

To be scheduled	Service Provided Code of Conduct	Director of Housing and Wellbeing	Requested at meeting on 12 <sup>th</sup> May 2021
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Notes:

1. All reports must include an explanatory list of any acronyms used.
2. \*Performance information pack will include (a) Repairs; (b) Gas Servicing; (c) Rent Collection; (d) Rent Arrears Percentage of the Annual Rent Debit; (e) Tenancy Management; (f) Anti-Social Behaviour; (g) Supported Housing; (h) Customer Satisfaction and (i) Rent Arrears and Universal Credit.