

## HOUSING MANAGEMENT ADVISORY BOARD – 7TH NOVEMBER 2018

### Report of the Head of Landlord Services

ITEM 10

#### WORK PROGRAMME

##### Purpose of the Report

To enable the Board to agree its Work Programme. The current Work Programme, appended, sets out the position following the last meeting of the Board on 12th September 2018.

##### 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.

##### Reasons

1. To ensure that the information contained within the Work Programme is up to date.

For information, further meetings of the Board are scheduled as follows in 2018/19:

16th January 2019 at 4.30pm

27th March 2019 at 4.30pm

12th June 2019 at 4.30pm.

APPENDIX

**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	Performance Information – Questions		<p>See HMAB minute 14.4, 9th November 2016.</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 be last item on agenda.</p>
Every Meeting	Performance Information – update on Universal Credit and update on Fortem decent homes contract		Two updates to be included in the performance information pack.
16 <sup>th</sup> January 2019	Corporate Plan review	Head of Landlord Services	Added by the Board at their meeting on 12th September 2018.

<b>MEETING DATE/ FREQUENCY</b>	<b>ISSUE</b>	<b>INFORMATION REQUIRED/ INVITEES/ OFFICERS</b>	<b>NOTES</b>
27 <sup>th</sup> March 2019	Housing Repair Services – Breakdown of Complaints	Head of Landlord Services	As per six-monthly update reports considered by the Performance Scrutiny Panel.  Last submitted to Board 12th September 2018.
12 <sup>th</sup> June 2019	Election of Chair and Vice-chair		Annual Item.
12 <sup>th</sup> June 2019	HRA Revenue and Capital Outturn (2017/18)	Head of Landlord Services	Annual Report.
September 2019	Disabled Adaptations Policy	Head of Landlord Services	Annual Report.
November 2019	2020/21 Draft Budgets (Revenue and Capital)	Head of Landlord Services	2019/20 Draft Budgets were considered formally by the Board at its meeting on 7th November 2018.  Annual Report.
<b>TO BE SCHEDULED:</b>			
To be scheduled	Review of HRA Business Plan	Head of Landlord Services	See HMAB minute 14.6, 9th November 2016. Cannot be reviewed until regulations to enable this have been received from the DCLG. Annual report.
To be scheduled	Housing Asset Management Strategy	Head of Landlord Services	Review of the update the Strategy.

MEETING DATE/ FREQUENCY	ISSUE	INFORMATION REQUIRED/ INVITEES/ OFFICERS	NOTES
To be scheduled	Housing and Planning Act 2016 - Update	Head of Landlord Services	Last considered by the Board on 17th February 2016.  (Report on Pay to Stay and Flexible Tenancies provisions in Housing and Planning Act 2016 considered 9th November 2016).  Awaiting Government Regulations.
To be scheduled	Review of Repairs Standards and Response Times for Repairs, following consultation with Tenants	Head of Landlord Services	Added to work programme 1st April 2015.
To be scheduled	Storage of Gas or Propane Cylinders (Clause 9.2.30 of the consultation draft of the Revised Tenancy Agreement for Secure, Introductory and Demoted Tenants)	Head of Landlord Services	Added to work programme 4th February 2015.  Revised Tenancy Agreement is awaiting Government guidance.
To be scheduled	Service Area Delivery Plan	Head of Landlord Services	Added to work programme 13th August 2014.
To be scheduled	Housing Strategy	Head of Strategic and Private Sector Housing	Added to work programme 2nd April 2014.
To be scheduled	Housing Capital Programme Monitoring	Head of Landlord Services	Last considered 16th October 2013.

Notes to Work Programme:

1. All reports must include an explanatory list of any acronyms used.
2. \*Performance information pack will include (i) Decent Homes Contractor Performance; (ii) Landlord Services Performance; (iii) Compliance Performance (Fire Safety, etc.); (iv) Anti-social Behaviour (relating to Council's housing stock) Information and (v) Universal Credit Performance update.