

HOUSING MANAGEMENT ADVISORY BOARD

6TH SEPTEMBER 2023

Report of the Director Housing and Wellbeing

WORK PROGRAMME

Purpose of the Report

To enable the Board to consider its work programme.

The current work programme, appended, sets out the position following the previous meeting of the Board on 12th July 2023 and subsequent discussion between the Director Housing and Wellbeing and the Chair/Vice-chair regarding items that require consideration by the Board.

For information, further meetings of the Board are scheduled as follows in the 2023/24 Council year (all at 4.30pm):

8th November 2023

10th January 2024

20th March 2024

8th May 2024.

Recommendation

That the Board's work programme be updated in accordance with the decisions taken during consideration of this item and any other decisions taken during the course of the meeting.

Reason

To ensure that the information in the Board's work programme is up to date.

HOUSING MANAGEMENT ADVISORY BOARD - WORK PROGRAMME

MEETING DATE/ FREQUENCY	ISSUE	INFORMATION REQUIRED/ INVITEES/ OFFICERS	NOTES
SCHEDULED:			
Every meeting	Work Programme	Democratic Services Officer	To review the Board's work programme.
Every meeting	Questions from Members of the Board	Democratic Services Officer	<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>
Quarterly	Performance Information	Director Housing and Wellbeing	<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>See notes at end of work programme for information currently included.</p>
Annual	Housing Ombudsman's Complaint Handling Code - Self-Assessment	Landlord Services Manager	September
Annual	Budget Setting and Priorities for Next Year	Director Housing and Wellbeing	November
Annual	Draft Budget	Group Accountant (IA)	January
Annual	Appointment of Chair/Vice Chair	Democratic Services Officer	June/July (first meeting of Council year)
Annual	HRA outturn	Group Accountant (IA)	June/July

MEETING DATE/ FREQUENCY	ISSUE	INFORMATION REQUIRED/ INVITEES/ OFFICERS	NOTES
6th September 2023	Re-designation of Stock	Director of Housing and Wellbeing	
6th September 2023	Delivery of Kitchens, Bathrooms, Major Structural Works & Major Voids	Director of Housing and Wellbeing	Exempt (confidential) verbal report.
6th September 2023	Sheltered Accommodation, update St. Michael's Court, Thurmaston	Director of Housing and Wellbeing	
8th November 2023	Capital Delivery Update	Director of Housing and Wellbeing	
8th November 2023	Asset Management Strategy Update	Director of Housing and Wellbeing	
8th November 2023 or 10th January 2024	Decant and Disturbance Policy - Update	Landlord Services Manager	Six months after policy is implemented.

TO BE SCHEDULED:			
To be scheduled	Review of Pets Policy	Landlord Services Manager	Late 2023/early 2024
To be scheduled	Housing Strategy	Head of Strategic Housing	During 2023/24
To be scheduled	Garages Review	Head of Strategic Housing	During 2023/24

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; (i) Voids Journey; and (j) Planned Maintenance Contractor Performance.