

HOUSING MANAGEMENT ADVISORY BOARD

10TH JANUARY 2024

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 8th November 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):

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	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
Annual	Housing Ombudsman's Complaint Handling Code - Self-Assessment	Landlord Services Manager	September

MEETING DATE/ FREQUENCY	ISSUE	INFORMATION REQUIRED/ INVITEES/ OFFICERS	NOTES
10th January 2024	Housing Strategy	Head of Strategic Housing and Strategic Housing Manager	Verbal report/presentation
10th January 2024	Repairs Policy	Director Housing and Wellbeing and Head of Landlord Services	Verbal report/presentation
20th March 2024	Re-designation of Stock (Declassification of 45+ Properties) - Update	Director Housing and Wellbeing	Verbal report
20th March 2024	Cleaning Contract – Update	Landlord Services Manager	
20th March 2024	Tenant Satisfaction Measures	Head of Landlord Services	

TO BE SCHEDULED:

To be scheduled	Review of Pets Policy	Landlord Services Manager	Late 2023/early 2024
To be scheduled	Garage Strategy	Head of Strategic Housing	Possibly February/March 2024
To be scheduled	Sheltered Accommodation Strategy	Head of Landlord Services	Possibly February/March 2024
To be scheduled	Decant and Disturbance Policy - Update	Landlord Services Manager	Six months after policy is implemented.

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.