

HOUSING MANAGEMENT ADVISORY BOARD

8TH MAY 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 20th March 2024 and a 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 2024/25 Council year (all at 4.30pm):

10th July 2024
18th September 2024
6th November 2024
8th January 2025
26th March 2025

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 - January	Draft Budget	Group Accountant (IA)	January
Annual - May	Housing Ombudsman's Complaint Handling Code - Self-Assessment	Landlord Services Manager	May (Regulatory requirement to complete by June)
Annual - July	Appointment of Chair/Vice Chair	Democratic Services Officer	July (first meeting of Council year)
Annual - July	HRA outturn	Group Accountant (IA)	July

MEETING DATE/ FREQUENCY	ISSUE	INFORMATION REQUIRED/ INVITEES/ OFFICERS	NOTES
Annual - July	Annual Self-Assessment- Consumer Standards	Director Housing and Wellbeing / Head of Landlord Services	July (To go to Finance & Performance Scrutiny Committee on 2nd July 2024)
Annual - November	Budget Setting and Priorities for Next Year	Director Housing and Wellbeing / Head of Landlord Services / Head of Strategic Housing	November
8th May 2024	Garage Strategy	Head of Strategic Housing	
8th May 2024	Review of Pets Policy	Landlord Services Manager	
8th May 2024	Introduction to new regulatory standards	Director Housing and Wellbeing / Head of Landlord Services	Verbal report / presentation
10th July 2024	Review of Cleaning Contract	Head of Landlord Services	Requested at Board meeting on 20th March 2024 following introduction to aAFD Services.
18th September 2024	Review of Charnwood Decent Homes Standard	Head of Landlord Services	

TO BE SCHEDULED:

To be scheduled	Decant and Disturbance Policy - Update	Landlord Services Manager	Six months after policy is implemented.
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To be scheduled	Domestic Abuse Policy	Head of Landlord Services / Landlord Services Manager	
To be scheduled	Future of Sheltered Accommodation (including Fielding Court)	Director Housing and Wellbeing	

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.