

<b>Committee(s):</b> Housing Committee	<b>Date:</b> 12 September 2022
<b>Subject:</b> Policy Schedule	<b>Wards Affected:</b> All
<b>Report of:</b> Steve Summers – Strategic Director	<b>Public</b>
<b>Report Author/s:</b> Name: Angela Abbott, Corporate Manager (Housing Needs and Delivery) Telephone: 01277 312500 E-mail: angela.abbott@brentwood.gov.uk	<b>For Information</b>

### **Summary**

This report is for members to note and presents the Policy Review Schedule to ensure that the Housing Department has the relevant Strategies and Policies in place in order to provide a clear framework of its responsibilities.

### **Main Report**

#### **Introduction and Background**

1. In 2021 the Housing Service undertook a full review of its current Statutory and Local Strategy and Policies that were in place and to identify additional Policy documents that were required.
2. Following this internal review, a full schedule of Strategy and Policy documents was drafted for implementation of various policies between 2021 – 2023.
3. Since 2021, we have been implementing additional Policy documents to ensure that we can demonstrate a clear and transparent framework that the housing department work to across all of the services.
4. To-date we have implemented a total of 17 new or revised Policies and plan to provide a further 6 Policies in December 2022 and 8 Policies between March and July 2023 with a rolling review of all policies up to 2027.

#### **Consultation**

5. None

#### **References to Corporate Plan**

6. Drive continuous improvement of our housing services.
7. Continue a service improvement programme to ensure our services are delivered efficiently.

## **Implications**

### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Director of Corporate Resources**  
**Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk**

8. There are no direct financial implications arising from this report.

### **Legal Implications**

**Name & Title: Claire Mayhew, Corporate Manager (Democratic Services) & Deputy Monitoring Officer**  
**Tel & Email: 01277 31274 /claire.mayhew@brentwood.gov.uk**

9. The Council is required to have in place appropriate policies in order to deliver its Housing Services in accordance with relevant legislation.

### **Economic Implications**

**Name/Title: Phil Drane, Director Place**  
**Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk**

10. There are no direct economic implications arising from this report.

## **Background Papers**

None

## **Appendices to this report**

- Appendix A: Policy Review Schedule