

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

Summary

This report is an update 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 20 new or revised Policies and plan to provide a further 4 Policies in December 2022 and 9 Policies between March and July 2023 with a rolling review of all policies up to 2027.
5. We have currently put on hold the review for both the Income Management Policy and Recharge Policy whilst we work with Mobysoft on best practice contacting processes.
6. Mobysoft provide us with a digital platform of analysing payment patterns to recommend which accounts we look at. They have access to many local authority

figures and methods of chasing rental arrears so are well placed to assist us with the review of the two policies mentioned above.

Consultation

7. None

References to Corporate Plan

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

Implications

Financial Implications

Name/Title: Phoebe Barnes, Director of Assets and Investments

Tel/Email: 01277 312500/phoebe.barnes@brentwood.gov.uk

10. There are no direct financial implications arising from this report.
11. The work with Mobysoft should assist the authority in reducing its rental arrears which in turn will financially benefit the HRA by reducing the provision against bad debt

Legal Implications

Name & Title: Steve Summers, Strategic Director and Monitoring Officer

Tel & Email: 01277 31500 steve.summers@brentwood.gov.uk

12. 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

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

Background Papers

None

Appendices to this report

- Appendix A: Policy Review Schedule