



COMMITTEE TITLE: Housing, Health and Community

DATE: 19th June 2023

REPORT TITLE:	Policy Schedule
REPORT OF:	Julian Higson – Interim Director of Housing

REPORT 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.

SUPPORTING INFORMATION

1.0 BACKGROUND INFORMATION

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.

Following this internal review, a full schedule of Strategy and Policy documents was drafted for implementation of various policies between 2021 – 2023.

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.

During the Municipal year 2023 to 2024 we intend to bring a total of 13 Policies to committee for approval. These are detailed in Appendix A.

Following the One Team implementation, several Policies have been delayed pending the Housing service review to enable officers to review the Policies to ensure they are standardised across Brentwood Borough Council and Rochford District Council. Where this is required, it is detailed within the Policy overview at Appendix A.

2.0 FINANCIAL IMPLICATIONS

Name & Title: Tim Willis, Director – Resources & Section 151 Officer

Tel & Email: 01277 312500 / tim.willis@brentwood.rochford.gov.uk

There are no direct financial implications arising from this report.

3.0 LEGAL IMPLICATIONS

Name & Title: Claire Mayhew – Joint Acting Up Director for People and Governance and Monitoring Officer

Tel & Email 01277 312741/ claire.mayhew@brentwood.gov.uk

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

4.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

None

5.0 RELEVANT RISKS

None

6.0 ENGAGEMENT/CONSULTATION

None

7.0 EQUALITY IMPLICATIONS

Name & Title: Kim Anderson, Corporate Manager - Communities, Leisure and Health

Tel & Email 01277 312500 kim.anderson@brentwood.gov.uk

The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:

- a. Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful.
- b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
- c. Foster good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.

The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

The proposals in this report will not have a disproportionate adverse impact on any people with a particular characteristic.

8.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

Name & Title: Phil Drane, Director - Place

Tel & Email 01277 312500 / phil.drane@brentwood.rochford.gov.uk

There are no direct economic implications arising from this report.

REPORT AUTHOR:

Name: Angela Abbott

Title: Corporate Manager – Housing Needs & Independent

Living

Phone: 01277 312 500 ext 2568

Email: angela.abbott@brentwood.gov.uk

APPENDICES:

Appendix A – Policy Schedule

BACKGROUND PAPERS

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Housing Committee	27.02.23