

Housing Scrutiny Sub Committee Work Programme – Timetable for 2023/24**21 June 2023**

| Item(s) | Responsible Person(s) | Origin of Request |
|--|-------------------------|--|
| Lincoln Tenants Panel Update | Mick Barber, Chair LTP | Regular report by MB |
| Allocations Update (Including Numbers of Properties Offered to People on Council Waiting List/Others) | Alison Timmins | Progress Report |
| Downsizing Policy | Keeley Johnson | Verbal Update |
| Investment Programme: General List of Planned Works 2023/24 | Kev Bowring | Requested at meeting 3 Nov 2022 |
| Housing Finance - Council's Housing Out-Turn Position for 2022/23. | Coleen Warren | Annual Report |
| Quarter 4 (2022/23) – Performance Report | Yvonne Fox/Daren Turner | Regular Report |
| Scheduled Repairs Update | Matt Hillman | Written Report inc move to 9 weekly cycles and an Explanation on the Process Manual for service consistency. |
| Update: Fire Assessments Completed | Matt Hillman | Requested at meeting 9 March 2023 |
| Work Programme 2023/24 | Ali Hewson | Regular Report |

Updated January 2024

10 August 2023

| Item(s) | Responsible Person(s) | Origin of Request |
|---|---------------------------|--|
| Lincoln Tenants Panel Update | Mick Barber, Chair of LTP | Reserved time for LTP topics |
| PIR De Wint Court | Paula Burton | PIR of first year requested 3 Nov 2022 |
| Overview of ASB | Keeley Johnson | Update inc feedback available from LTP and Housing Officers Working Party and also accreditation |
| Downsizing Policy Update | Keeley Johnson | Deferred from last meeting. |
| Ellie's Memorial Garden | Paula Burton | Requested by PB -28 June 2023 |
| Repairs Policy | Amy Larder | |
| Management of Communal Areas Policy | Matt Hillman | Matt Hillman |
| Performance Indicators Update – Quarter 1 | Yvonne Fox | Regular Report |
| Work Programme 2023/24 | Ali Hewson | Regular Report |

Updated January 2024

2 November 2023

| Item(s) | Responsible Person(s) | Origin of Request |
|---|---------------------------|------------------------------|
| Lincoln Tenants Panel Update | Mick Barber, Chair of LTP | Reserved time for LTP topics |
| Review of Draft HRS 30 Year Business Plan | Paul Hopkinson | Director |
| Quarter 2 Performance Update | Michelle Hoyles | Regular Report |
| Downsizing Policy Update | Andrea Ripley | Deferred from last meeting. |
| Work Programme 2023/24 | Ali Hewson | Regular Report |

Updated January 2024

1 February 2024

| Item(s) | Responsible Person(s) | Origin of Request |
|---|---|--|
| Lincoln Tenants Panel Review Update Report | Mick Barber, Chair of LTP | Reserved time for LTP topics |
| Aids and Adaptations Policy | Amy Larder/Matt Hillman | Deferred from last meeting |
| Homelessness and RS Update (Inc properties offered to people who are homeless Q3) | Alison Timmins | Regular Report |
| Estate Tours of Inspection- Performance Monitoring | Tenancy Services Manager | Requested by Chair: Scrutiny of teams re performance particularly for the items noticed on the tours and logged for action and the performance levels regards these agreed actions |
| Work of Tenancy Sustainability Officers | AD Housing or Tenancy Services Manager (Marianne Upton) | Six monthly progress report |
| Review of Empty Garages | AD Housing or Tenancy Services Manager | Requested by Cllr Briggs 2 Nov 2023 at HSSC |
| Tenants Consultation Paper on 30 Year Business Plan | Daren Turner/Paula Burton/Michelle Hoyles | Requested by Chair E Mail 13 Nov 2023. |
| Pet Policy Review | Tenancy Services Manager | Debbie Rousseau. Requested due to new legislation. Agreed by Chair at meeting held on 02.11.23 |
| Tenancy Policy | Andrea Ripley | Democratic Services notified by e mail |
| Hartsholme Community Garden | Paula Burton | Requested by officers. |
| Work Programme 2023/24 | Ali Hewson | Regular Report |

Updated January 2024

11 March 2024

| Item(s) | Responsible Person(s) | Origin of Request |
|--|--------------------------|--|
| Lincoln Tenants Panel Matters | Mick Barber, LTP | Regular Update |
| Quarter 3 (2023/24) – Performance Report | Yvonne Fox | Regular Report Quarterly |
| Quarter 3 (2023/24) Housing Finance Report | Laura Shipley/Adam Oxley | New Regular Quarterly Report |
| Setting of Performance Targets 2024/25 | Daren Turner | Annual Review |
| Update on Insurance Claims paid in respect of disrepair claims lodged. | Finance | Requested by Chair – 21 June 2023 |
| Timescale for Scheduled Repairs | Matt Hillman/Amy Larder | Requested at meeting 10.08.23 |
| Tenant Involvement Strategy Action Plan | Donna Lyons | Progress Update |
| Report from PH Cllr Nannestad to Performance Scrutiny Committee | Cllr Nannestad | Annual Report |
| Downsizing Policy Update | Paula Burton | Requested by Chair and agreed by Officer at meeting held on 02.11.23 |
| Acquisitions Policy | Andrea Ripley | Democratic Services notified by e mail |
| Disposals Policy | Andrea Ripley | Democratic Services notified by e mail |
| Work Programme 2024/25 | Ali Hewson | Regular Report |

Updated January 2024

Other Agenda topics to be scheduled into 2023/24 as appropriate

- Complaints
- Lincoln Standard