Consultation Plan – Tenancy Agreement 2017

Consultation Completed

Andy Rowe, Rob Chapple, Nicki Simpkins, Sharon Mannion & Dave Norman (Property Services - Repairs)

Chris Litherland (Property Services – Assets, Permissions, RTB)

Andrea Jarratt (Homechoice)

Inger Marriott (Home Options)

Janet Walters (Customer Complaints & Data Protection)

Karl Chapman, Alison Rayner & Dave Wilkinson (Estate, Tenancy & Income Management)

DMBC Legal Services & Community Safety

Consultation Plan

Stage	Estimated	Actual	Progress /
	Completion	Completion	Outcome
	Date	Date	
Stage 1 – Early Consultation			
Focus Group with Estates		15 October 2015	
Legal Services		9 March 2016	
DMBC Community Safety		3 November 2015	
Estates Team Leaders		4 November 2015	
Area Housing Managers		16 November 2015	
Report to EMT and Quality Committee		11 May 2016	
Stage 2 – Detailed Consultation			
Estates Team Leaders		24 February 2016	Suggestions built in
Equality Impact Assessment		27 May 2016	No additional actions required
Focus Group with Estates		27 May 2016	Suggestions built in
All other departments of SLHD		23 May 2016 6 June 2016 4 July 2016 19 July 2016	Suggestions built in
Senior Management Team		2 June 2016	Suggestions built in
Pop up consultation with Tenants & Residents		East 1 & 3 June 2016 North – 16/06/16 West – 17/06/16 South – 16/06/16 Central – 17/06/06	Suggestions built in
Consultation through Social Media including Appendix A being sent to all TARA's.		June 2016	Limited response

DMBC Strategic Housing July 16 July 16 July 16 Met with Mandy Presky & Andy Brown Legal Services TRIP Sept 16 Sept 16 Sept 16 Sept 16 Oct 16 Deferred to this date due to availability and changes built in. Jane Nightingale, Housing Portfolio Holder Houseproud – this will be reporting on what came out of the consultation, a summary of the changes and key dates around when variation notices will be going out Stage 3 – EMT, Board & Quality Committee consultation prior to final approval by DMBC EMT, & Quality Committee Quality Committee Stage 4 – DMBC Cabinet Approval DMBC Executive Board Legal Services 15 November 16 Oct 16 Deferred to this date due to availability and changes proposed by DMBC. February 17 Article moved to February 17 Article moved to February 18 Article moved to February 19 Article moved to				
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feedback on proposed changes	newsletter with feedback sheet			
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Report comments from Preliminary Notice January 17	Report comments from Preliminary Notice	January 17		

back to EMT		
Reports comments from Preliminary Notice	January 17	
back to appropriate Portfolio Holder for		
Housing		
Stage 6 – Notice of Variation		
Service of Notice of Variation on all tenants.	February 17	
(This must be served clear of 4 weeks prior		
to the new agreement commencing).		
Stage 7 – Go live		
Ensure both Introductory and the new	1 April 2017	
Secure Agreement are live from a specific		
date		