

FORMAT OF FUTURE OPERATIONAL BOARD MEETINGS

Report of the Head of Housing Management & Housing Options

1. SUMMARY

This report sets out proposals, as discussed at the last meeting, for alternative methods of delivering matters on which the Operational Board will be asked to make decisions.

2. RECOMMENDATION

That the Operational Board

1. Notes the options available for any Part A items on the forward plan to be presented in alternative formats, as described in paragraph 3.3 below.
2. Considers the Forward Plan and identifies any items they would like to have presented differently and in what format.

3. MATTER FOR CONSIDERATION

- 3.1 At the last Operational Board meeting, a discussion was held around proposals made by the Operational Board Chair to change the format of meetings. Operational Board members were invited to comment and make suggestions on how they would like meetings to operate in future. It was agreed to bring back a report to the next meeting on the issues discussed.
- 3.3 It was proposed that a forward plan of agenda items should be brought to each meeting so that Board Members can be informed of items that are due to be brought to future meetings and consider any Part A items (items for approval) that they would like to have delivered in a different format such as:
 - pre workshop sessions - a session at a board meeting to receive more indepth information and give members chance to consider issues on a Part A item before it is considered formally at a future meeting.
 - workshop delivery style of a board paper on the night.
 - smaller group of board members could meet separately to consider and input into proposals.

- 3.4 The forward plan is attached at Appendix 1. Board Members are asked to consider the plan and any items on the plan which they feel they would benefit from receiving in a different format.

The areas listed below have no implications directly arising from this report:

Consultation
Financial and Business Plan
Legal and Confidentiality
Council
Personnel
Environmental
Equalities Impact Assessment
Health & Safety
Risk
Policy Review

If Board Members or others would like to discuss this report ahead of the meeting please contact:

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Background Information: None

Supporting Information: None