

Annex A: Draft Amended Project Plan relating to Review of Tenure, and the Mid Devon Housing Tenancy Agreement and Tenancy Management Policy

Dates	Progress of Project Plan
21 November 2023	Discussion of proposed project plan relating to tenure reform & changes to the tenancy agreement at Homes PDG with agreement to proceed.
December 2023	Item in MDH News Winter 2023, Edition 7, to all tenants setting out a summary of the issues relating to tenure reform & seeking interested tenants to discuss these and other minor changes to tenancy agreement.
18 December 2023	First meeting of Member working group to discuss tenure reform & make recommendations to the Homes PDG. At this meeting, background and policy implications were discussed
11 January 2024	Discussed background and policy implications with tenants who attended Community Cuppa session in Tiverton
31 January 2024	Meeting of Member working group
5 March 2024	Meeting of Member working group
25 March 2024	Meeting of Member working group where the final report to the Homes PDG was discussed and agreed with recommendation to discontinue the use of flexible tenancies and to create a further working group to discuss options in support of downsizing.
Dates	Proposed Action
11 June 2024	Meeting of the Homes PDG where the recommendations of the Member working group can be discussed and agreed
2 July 2024	Cabinet to discuss and agree recommendation of the Homes PDG with regard to tenure reform.
July/ August 2024	Undertake a wider informal consultation of tenants regarding the proposed changes. This to include: <ul style="list-style-type: none"> • 3x Housing Matters events in each main town in the District • Social media articles • Use of Let's Talk Mid Devon • Discussion at Community Cuppa events Open house afternoon at Phoenix House where Officers and the Cabinet Member are available to discuss the proposals and to take on-board views
July 2024	Commence wider stakeholder consultation with partners
September 2024	Draft new terms and conditions of tenancy taking on board views of stakeholders
September 2024	Review tenancy management policy taking on board the views of stakeholders
24 September 2024	Homes PDG discusses revised terms of the tenancy agreement and the amended tenancy management policy and makes recommendation to the Cabinet.
15 October 2024	Cabinet agrees adoption of new tenancy management policy and the revised tenancy agreement.

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October 2024	Preparation of Consultation Letter & Preliminary Notice of Variation (in line with provisions of the Housing Act 1985, section 103)
October 2024	Commence procurement exercise with regard to printing & posting relevant documents and correspondence to relevant tenants
October 2024	Preparation of Notice of Variation
November 2024	Despatch the Consultation Letter & Preliminary Notice of Variation to all dwelling tenants (following Cabinet approval)
December 2024 to February 2025	Consideration of any comments received from tenants upon receipt of consultation letter & preliminary notice of variation
Start of March 2025	Notice of Variation to be sent to all tenants (in line with the provisions of the Housing Act 1985, section 103). The new Tenancy Agreement will be sent together with information on the new implementation date
7 April 2025	Implementation date at least four weeks after the Notice of Variation has been despatched to all tenants.