

HOUSING STANDARDS BOARD

Minutes

6 October 2015

7.00pm – 7.30pm

PRESENT:

Committee Members

Cllr Bob Davis (BD) – Acting CHAIR
Cllr Bill Pryor (BP)

Leaseholder Standards Panel:

Jerry Gleeson

Officers:

Andrew Murray (AM)
Wendy Makepeace (WM)
Cara Coxhead (CC)
Zulfi Kiani (ZK)
Nikki Blackburn (NB)

Tenant Representatives:

Property Standards Panel:

Shaun Russell (SR)

Hugh Hoad (HH)

Tenancy Standards Panel:

Jo West

		Action
1.	<u>Apologies</u> Cllr Rod Truan (Chairman) (RT), Darrell Thomas (Leaseholders Standards Panel) (DT), Jane Steer (Tenancy Standards Panel) (JS), Jenny Pearce (JP)	
2.	<u>Minutes of last meeting and Matters arising</u> Minutes of the last meeting were approved with an amendment to item number 4. Paragraph b). Correction to read – Performance report for July 2015 was considered by the Housing Standards Board for noting current progress. Performance continues to Housing Standards Board. Options/Interventions to minimise any no access issues will be discussed as part of the Round Table Review Group.	Noted
3.	Cabinet Work plan 2015/16 No changes to the draft cabinet work plan.	Noted
4.	Briefing Notes a) HRA Business Plan 2015-2045. Information previously requested on the Kier Contract was still awaited, due to a misunderstanding that this was requested following the presentation on the HRA Business Plan at the Special Tenant Forum. It was agreed that the briefing note on the HRA Business	

	<p>Plan would be received not the Kier Contract.</p> <p>The information on the Kier Contract was requested due to concerns over landscaping issues should the contract come in-house as the representative's preference had been to re-tender externally and further concern was raised due to the lack of communication. It was confirmed that all stakeholders were engaged in stage one of the appraisal. As the options appraisal did not reach stage two no engagement was required. As the Local Authority Trading Company (LATC) develops tenant and leaseholders will be engaged as part of the Housing Panels, which will involve shaping arrangements, and managing performance.</p> <p>Concerns raised had been discussed at Cabinet and had been subject to "call-in", in order to rectify those issues. The call-in committee meeting would take place on the 7 October 2015. Further information will be available during the next Housing Standards Board.</p>	<p>Noted</p> <p>ALL</p> <p>Noted</p>
5.	<p>Current Consultations:</p> <p>None</p>	<p>Noted</p>
6.	<p>Housing Standards Panel Work plan 2015/16</p> <p>A verbal update regarding the work plans for the standard panels was given and it was confirmed that the work plans have been discussed at the individual Panels.</p>	<p>Noted</p>
7.	<p>Annual Tenant and Leaseholder Conference 2015</p> <p>Copies of the final version of the agenda were circulated.</p> <p>Information on the Government's summer budget within the Housing Update, along with a presentation on the Modern Homes Programme and an update on the Annual Report would be presented.</p> <p>Market place stands will include representatives from Essex Fire Service, DWP, Contact Harlow, Housing Services, Kier Harlow, United Living, Mullalys and Family Mosaic.</p>	<p>Noted</p>
8.	<p>Formal questions and answers</p> <p>A formal question was received requesting that a full set of papers be made available to members of the audience for all Panels and the Housing Standards Board.</p> <p>It was agreed.</p>	<p>Noted</p>

<p>9.</p>	<p>Any other Business</p> <p>Copies of the draft Code of Conduct 2015 and Terms of Reference following the recent review of the Tenant and Leaseholder agreement were circulated for final approval and sign off.</p> <p>The version had incorporated all comments that had been received, although these were minimal amendments.</p> <p>The Board agreed the documents to take effect immediately.</p>	<p>Noted</p>
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The Date of the Next meeting is: 3 November 2015

Minutes of the Environmental SIT meeting were attached the papers but were for information only.

Background Papers

NB: These are papers referred to in the minutes of this meeting and are not attached as appendices but that are available for the public or Councillors to study.

Agenda for the Tenant & Leaseholders Annual Conference 2015.
 Draft copies of the Code of Conduct 2015.
 Terms of Reference

Reports:
 None