

# HOUSING STANDARDS BOARD

## Minutes

1 December 2015

7.00pm – 8.00pm

### PRESENT:

#### Committee Members

Cllr Rod Truan (Chairman) (RT),  
Cllr Bob Davis (BD)  
Cllr Simon Carter (Shadow Portfolio Holder  
- Housing (SC)

Jane Steer (JS)  
*Leaseholders Standards Panel:*  
Darrell Thomas (DT)

#### Tenant Representatives:

*Property Standards Panel:*  
Shaun Russell (SR)

#### Officers:

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

*Tenancy Standards Panel:*  
Jo West (JW)

		Action
1.	<p><b><u>Apologies</u></b></p> <p>Cllr Bill Pryor, Hugh Hoad (Property Standards Panel), Jenny Pearce.</p>	
2.	<p><b><u>Minutes of last meeting and Matters arising</u></b></p> <p>Minutes of the last meeting were approved.</p> <p><i>Engagement Strategy –</i></p> <p>Full details will be presented to the January HSB to be signed off.</p> <p><i>Foster Court –</i></p> <p>The handover's and sign off for the new properties were to take place on 2 December 2015.</p>	Noted
3.	<p><b>Cabinet Work plan 2015/16</b></p> <p>The draft cabinet work plan was noted.</p> <p>It was noted that both Portfolio Holders for both Resources and Housing should be named in the Portfolio Holder and Lead Officer column for the HRA Quarter 2 Finance Report 2015/16 item.</p>	AM

<p><b>4.</b></p>	<p><b>Briefing Notes</b></p> <p><i>Governance and Structure of Local Authority Trading Company (LATC)</i></p> <p>This report is a follow up from the September report, regarding the Council's approach to shareholders committee, the structure of the LATC and the role of Councillors. Cabinet will be asked to approve the structure. A number of questions were raised, and each was answered respectively:</p> <p>Thee "mapping" of the new relationships will aid understanding. This will be put forward.</p> <p><i>Joint Finance and Performance Report (Quarter 2)</i></p> <p>An outline of the report was made. The report predominately deals with the General Fund and recognises the current budget and messages that come forward. Housing Need resources continue to reduce and there is increased demand for temporary accommodation.</p> <p>Essex County Council has changed Supporting People arrangements. A report is due to go to Scrutiny Committee in order to make recommendations.</p> <p><i>Housing Revenue Account Budget/Capital Monitoring Period 6, 2015/16</i></p> <p>An outline of the reports was made. The report identifies monthly reporting as well as wider actions .A number of questions were raised, and each was answered respectively:</p> <p>Further details to be provided on the reduction in benefit changes. The benefit cap will impact some households, whilst regular meetings are held with Housing Benefit and the DWP, details of the cap are not yet known. The Council will work with the families involved similarly to the original benefit cap.</p> <p>Further detail on Appendix 1 has been requested. .</p>	<p>ZK</p> <p>Noted</p> <p>AM</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
<p><b>5.</b></p>	<p><b>Current Consultations:</b></p> <p>None.</p>	<p>Noted</p>
<p><b>6.</b></p>	<p><b>Annual Report</b></p> <p>Information for the Annual Report has been put together and passed</p>	<p>ZK</p>

	to Communications in order to discuss layout. It is intended that the Report will be presented to the January Standard Panels and Housing Standard Board.	
<b>7.</b>	<b>Formal questions and answers</b>  Questions were received from HH and Cllr BP, answers were provided within the papers, although clarification is to be sought on some questions.	Noted
<b>9.</b>	<b>Any other Business</b>  Special meeting of the HSB confirmed on 15 December 2015 to discuss HRA Business Plan.	Noted

The Date of the Special meeting is: 15 December 2015

The Date of the Next meeting is: 11 January 2016

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.

Reports:

- *Governance Arrangements for the Local Authority Trading Company (LATC)*
- *Finance Reports (Quarter 2)*