

HOUSING STANDARDS BOARD

Minutes

12 July 2016

7.00pm – 8.15pm

PRESENT:

Committee Members

Cllr Mark Wilkinson (Chairman) (MW),

Cllr Bob Davis (BD)

Cllr Simon Carter (SC)

Officers:

Andrew Murray (AM)

Zulfi Kiani (ZK)

Cara Coxhead (CC)

Wendy Makepeace (WM)

Jim Preston (JPr)

Nikki Blackburn (NB)

Tenant Representatives:

Property Standards Panel:

Hugh Hoad (HH)

Sheila Robson (SR)

Tenancy Standards Panel:

Jo West (JW)

		Action
1.	<u>Welcome and Apologies</u> Introductions from all attendees were made from Cllr Mark Wilkinson (Portfolio Holder for Housing). All were briefed on the current code of conduct. Name cards were requested for future meetings. . <u>Apologies:</u> Jane Steer (JS), Cllr Bill Pryor (BP), Jenny Pearce (JP)	Noted Noted ZK Noted
2.	<u>Declaration of Interest</u> Cllr Simon Carter and Cllr Bod Davis declared an interest in HTS Group.	Noted
3.	<u>Minutes of last meeting (22.03.16) and Matters arising</u> Minutes of the last meeting were approved. <i>Estate Inspections:</i> The inspections are now on the website. <i>Training Programme:</i> The training programme is underway.	Noted
4.	Cabinet Work plan 2016/17 The Joint Finance and Performance Report (JFPR) was not available	ZK

	<p>for the meeting and will be circulated when available.</p> <p>Cabinet work plan for 2016/17 discussed and clarified.</p> <p>Priorities for 2016/17 to include contract awards, allocations policy update (legislative changes), implementation of energy legislation (charging).</p> <p>Implementation of new Planning and Housing Bill 2016 discussed. Statutory instruments, and required consultation guidelines expected this month.</p> <p>Budget cycle and reporting 2017/18 commences in the Autumn. This will include arrangements for future Government funding, and the seamless transition from Kier Harlow Ltd to HTS Ltd.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5.	<p>Housing Performance Reports</p> <p>Performance reports were discussed and clarifications given.</p> <p>Noted that the rent collection recovery has exceeded the target and congratulations given. Request for rent balances to be included in future reports.</p> <p>Average time taken to re-let a property has achieved the target of 18 days, although the first three months of this year has exceeded the target with an average of 17 days. The Council is currently carrying 54 properties with all work validated by Resident Inspectors.</p> <p>Performance noted on exceeding target for collection of Leasehold Service Charges. Report to be reviewed and updated with further landlord information e.g. repairs.</p> <p>Modern Homes Programme performance report (May 2016) discussed. Forecast of projected delivery for 2016/17 is a further 2200 components (kitchens, bathrooms, doors etc).</p> <p>Programme is on profile, noting increase in refusals and “no access” for the quarter. “No access” procedure reported. Details given of the process and when landlord access can be enforced. Further details to be provided at next HSB.</p> <p>The Chair was keen to highlight the positive work, and not to lose sight of positive news stories.</p>	<p>Noted</p> <p>CC</p> <p>Noted</p> <p>WM</p> <p>Noted</p> <p>Noted</p> <p>JP</p> <p>Noted</p>
6.	<p>Briefing Notes:</p> <p>HRA Revenue Account Outturn Report 2015/16</p>	

	<p>The briefing was noted.</p> <p>The figure for the tenant removal expenses and Home Loss Claims is less than estimated as demand has been lower for 2015/16 than anticipated. Carry forward request of £225,000 to be requested from Cabinet.</p> <p>Capital Outturn Report 2015/16</p> <p>The briefing note was discussed and questions clarified.</p> <p>The figure for the overspend of the Pathfinder Scheme is due to the delivery of very high quality build, and project management costs, costing more than originally forecasted, with unit costs higher than average. Future Council house building is on hold due to less resources, and learning the lessons will be included in any future programme.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
7.	<p>Current Consultations:</p> <p>None</p>	<p>Noted</p>
8.	<p>Formal questions and answers</p> <p>None</p>	<p>Noted</p>
9.	<p>Any other Business</p> <p>It was noted that there may be the need for a special meeting to consider Statutory consultation on the Implementation of the new Planning and Housing Bill (2016).</p>	<p>Noted</p>

The Date of the Next meeting is: 13 September 2016

Minutes of the Environmental SIT meeting were attached to 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.

There were no additional reports.