

HOUSING STANDARDS BOARD

Minutes

18 October 2016

7.00pm – 7.25pm

PRESENT:

Committee Members

Cllr Mark Wilkinson (Chairman) (MW),
Cllr Simon Carter (SC)
Cllr Bill Pryor (BP)

Tenant Representatives:

Property Standards Panel:

Hugh Hoad (HH)

Tenancy Standards Panel:

Jo West (JW)

Leasehold Representative:

Darrell Thomas

Officers:

Andrew Murray (AM)
Zulfi Kiani (ZK)
Cara Coxhead (CC)
Jim Preston (JPr)
Wendy Makepeace (WM)
Jenny Pearce (JP)

		Action
1.	<u>Apologies</u> Cllr Bob Davis (BD), Sheila Robson (SR), Jane Steer (JS)	Noted
2.	<u>Declaration of Interest</u> Cllr Simon Carter declared an interest in HTS Group.	Noted
3.	<u>Minutes of last meeting (13.09.16) and Matters arising</u> Minutes of the last meeting were approved. An article to be put into next issue of Harlow Times, highlighting that if the tenant/leaseholder is taken to court, any court charges could be re-charged. <i>Independent Landlord Survey</i> A Task and Finish group has been set up to look at the survey questions. This survey is discretionary on behalf of the Council, but other Authorities currently survey either annually or bi-annually.	Noted Noted Noted Noted
4.	Cabinet Work plan 2016/17 The report and the following was noted.	Noted

	The Contract Award for Lift Maintenance is now expected for the January 2017 Cabinet.	Noted
	The award of contract for Legionella Risk Assessments and Water Hygiene is expected for the March 2017 Cabinet.	Noted
5.	HRA Business Plan Review Timetable The draft report was approved and will be reported monthly to HSB. A presentation was made at the Tenant & Leaseholder Conference on 15 October 2016 outlining the priorities for the Business Plan going forward. It was noted, that the Council is still awaiting Government Guidance around the Housing & Planning Act which may have an impact on the timetable.	ZK Noted
6.	Tenant & Leaseholders Conference 2016 Review The conference was well attended with 36 tenants and leaseholders. Feedback from the attendees was that the presentations were informative and the format of the conference met expectations. A number of questions were raised and answered respectively. The Chair thanked participants for the organisation and the smooth running of the Conference.	Noted Noted Noted
7.	Briefing Notes: None	Noted
8.	Current Consultations: None. It is anticipated that future Consultation will be carried out in respect of the Housing & Planning Act, but guidance is yet to be received. A presentation is being made to the Scrutiny Committee on the proposed closure of the Cash Office. There is no consultation plan developed as yet, but it is likely to begin early next year.	Noted Noted Noted
10.	Formal questions and answers None	Noted
11.	Any other Business	

	None	Noted
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The Date of the Next meeting is: 8 November 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.

There were no additional reports.