



Minutes of the Housing Tenancy Board

*Minutes of a meeting held on 23 September 2009
at the Civic Offices, Fareham*

PRESENT: Councillor E A Crouch
(Chairman)

Councillors: M F Godrich, and E G Dunn (deputising for Mrs K K Trott)

**Co-opted
Members:** Mr M Busby and Miss M Condon

Also Present: Councillor Mrs C L A Hockley (Executive Member for Community)
(for Minutes 5 and 6)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs M R Nadolski (Vice-Chairman), D L Steadman and Mrs K K Trott.

2. MINUTES

It was AGREED that the minutes of the meeting of the Board held on 7 July 2009 be confirmed and signed as a correct record ([ht-090707-m](#)).

3. PERFORMANCE MONITORING

The Board considered a report by the Director of Customer Services, which outlined performance monitoring data for Council Housing Services in respect of Current Tenant Rent Arrears, Block Cleaning, Grounds Maintenance, Void Property Management, Void Rent Loss, Repairs Satisfaction, Housing Revenue Account (HRA) Capital Programme, the Decent Homes Programme and Housing Management information relating to housing stock and the waiting list, including LetSelect (copy of report [ht-090923-r06-jsh](#) circulated with agenda and appended to signed minutes).

It was AGREED that:-

- (a) the report be received and noted; and
- (b) the officers identify void general purpose properties that have been vacant for more than 40 days for consideration at the next meeting of the Board.

4. REVIEW OF THE WORK PROGRAMME FOR 2009/2010

The Board considered a report by the Director of Customer Services which reviewed the Work Programme for 2009/10 (copy of report [ht-090923-r05-mge](#) circulated with agenda and appended to signed minutes).

It was AGREED that:-

- (a) the Work Programme 2009/2010 be agreed, subject to the additional revisions listed in (i) to (iv) below and incorporated within Appendix A;
 - (i) Review of Decorating Assistance Scheme Eligibility - This item is deferred from 18 November 2009 to 21 January 2010;
 - (ii) Use of Restrictive Covenants on Property Sales - This item is deferred from 18 November 2009 to 18 March 2010;
 - (iii) Tenant Information Survey - This item has been added to the work programme for consideration on 18 November 2009;
 - (iv) Update on Extra Care Housing - This item has been added to the work programme for consideration on 21 January 2010; and
- (b) the Work Programme for 2009/10 be submitted to the Executive.

5. AMENDMENTS TO THE NOMINATIONS POLICY

The Board considered a report by the Director of Customer Services which proposed a number of changes to the Nominations Policy including: changing the threshold requirement for applicants on the Housing Waiting List to be awarded Band 1 status due to disrepair issues in their accommodation, building in a review mechanism for applications from rough sleepers, enabling households to consider smaller accommodation, where appropriate stipulating a support need to be demonstrated by applicants for sheltered housing and reviewing the local connection status of applicants applying from the Bail Hostel. The report also gives consideration to the Government's draft statutory guidance on social housing allocations for local authorities: Fair and flexible published on 31 July (copy of report [ht-090923-r01-she](#) circulated with agenda and appended to signed minutes)

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Board on this matter.

It was AGREED that the report be noted and recommended to the Executive for approval.

6. DRAFT VISION FOR OLDER PERSON'S HOUSING IN THE BOROUGH

The Board considered a report by the Director of Customer Services which advised members of some significant demographic changes in the next 20 years that could see an increase in the number of older people living in the Borough. The report outlined that much of the current housing stock owned by the Council and Housing Associations needs to be improved to meet modern day standards. The draft Vision for the Future of Older Person's Housing in the Borough, as detailed within the report, proposed a new core and cluster approach to how schemes are organised and managed and will form part of a wider consultation exercise with the community (copy of report [ht-090923-r02-afi](#) circulated with agenda and appended to signed minutes).

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Board on this matter.

The Board was advised that the draft Vision had been informed by the work of the Sheltered Housing Working Group, which comprised Councillors and Officers together with representatives from UNISON, Age Concern, Supporting People and a Housing Association. The working group had helped formulate the draft Vision as the basis of a wider consultation with stakeholders which would incorporate the views of the Community Policy Development and Review Panel, the Housing Local Strategic Partnership as well as the Board.

The Board expressed the following comments regarding the proposed consultation questions as listed below:-

Question 4: Do you agree with the proposal to have core schemes made more accessible to the wider community?

The Board agreed with this proposal on the understanding that the use of the wording 'wider community' be amended to reflect that this facility was for the use of the elderly residents in the local community.

Question 7: Do you agree that there should be a mixed tenure approach with schemes offering more choices including shared ownership?

The Board was largely in support of this proposal with several members being of the opinion that there should be mixed tenure within any new sheltered housing scheme. However, it was noted that another member was of the opinion that all sheltered housing schemes should be single tenure (i.e. social rented or shared ownership, but not both operating in the same building).

It was AGREED that the Board support the Draft Vision for Older Person's Housing in the Borough and endorse the consultation questions as detailed within the report, subject to the amendments and comments listed above.

7. COUNCIL HOUSING ANTI-SOCIAL BEHAVIOUR POLICY AND PROCEDURE

The Board considered a report by the Director of Customer Services, which outlined an updated version of the Anti-Social Behaviour Policy and Procedures (copy of report [ht-090923-r04-jcr](#) circulated with agenda and appended to signed minutes).

The Board were advised of the changes that had been made to the Policy and Procedures and were informed that changes had largely been to the Procedures with only one Policy change made.

It was AGREED that the report be noted and recommended to the Executive for approval.

8. TENANTS AND LEASEHOLDERS BOROUGH PANEL MINUTES - 11 JUNE 2009

The Board gave consideration to the minutes of the meeting of the Tenants' and Leaseholders' Borough Panel held on 11 June 2009 (copy of minutes [ftlbp-090611-m](#) circulated with agenda and appended to signed minutes).

It was AGREED that the minutes be received and noted for information.

(The meeting started at 6.00pm and ended at 7.40pm)

APPENDIX A

HOUSING TENANCY BOARD – WORK PROGRAMME 2009/2010

Date	Subject	Training Session/ Workshop
3 June 2009	<ul style="list-style-type: none"> • Satellite TV Dish Policy for Council Flats and Maisonettes • Gas Servicing Contract • Work Programme 2009/10 • Performance Monitoring • Tenants' and Leaseholders' Borough Panel Minutes – 10 March 2009 	
7 July 2009	<ul style="list-style-type: none"> • Review and Update of Rent Arrears Recovery Policy • Parking Policy for Council Housing Owned Land • Review and update of Former Tenant Debt Recovery • Work Programme 2009/10 • Performance Monitoring 	
23 September 2009	<ul style="list-style-type: none"> • Amendments to the Nominations Policy • Draft Vision for Older Person's Housing in the Borough • Anti-Social Behaviour Policy and Procedures • Work Programme 2009/10 • Performance Monitoring • Tenants' and Leaseholders' Borough Panel Minutes – 11 June 2009 	
18 November 2009	<ul style="list-style-type: none"> • Policy on Pets in Housing Accommodation • Draft Housing Strategy 2009-2012 	

18 November 2009 cont'd...	<ul style="list-style-type: none"> • Maintenance of Housing Garage/Service Areas • Tenant Information Survey • Future Appointment of Co-opted Tenant Representatives - Information Report • Work Programme 2009/10 • Performance Monitoring • Tenants' and Leaseholders' Borough Panel Minutes – 17 September 2009 	
21 January 2010	<ul style="list-style-type: none"> • Preliminary Review of the Work Programme for 2009/10 and preliminary draft work programme for 2010/11 • Housing Revenue Account including the Housing Capital Programme for 2010/11 • Update on Extra Care Housing • Review of Decorating Assistance Scheme Eligibility • Performance Monitoring • Tenants' and Leaseholders' Borough Panel Minutes – 10 December 2009 	
18 March 2010	<ul style="list-style-type: none"> • Tenant Participation Agreement • Use of Restrictive Covenants on Property Sales • Appointment of Co-opted Tenant Representatives • Review of the Annual Work Programme for 2009/10 and Final Consideration of Draft Work Programme for 2010/11 • Performance Monitoring 	