



**Minutes of the
Housing Tenancy Board
(to be confirmed at the next meeting)**

*Minutes of a meeting held on 24 January 2011
at the Civic Offices*

PRESENT:

Councillor P J Davies

(Chairman)

Councillor Mrs M R Nadolski
(Vice-Chairman)

Councillors: T Howard, D L Steadman and Mrs K K Trott.

Co-opted Members: Mr M Busby, Miss Y Goddard, Mrs E Bailey (deputising for Mr G Wood) and Alderman E Crouch.

Also Present: Councillor Mrs C L A Hockley, Executive member for Community.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr E Dance and Mr G Wood (Co-opted members).

2. MINUTES

It was AGREED that the minutes of the meeting of the Board held on 15 November 2010 be confirmed and signed as a correct record ([ht-101115-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements at this meeting.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. PRELIMINARY REVIEW OF THE WORK PROGRAMME FOR 2010/11 AND DRAFT WORK PROGRAMME FOR 2011/12

The Board considered a report by the Director of Community and Streetscene on the Board's Work Programme for 2010/11 and the draft Work Programme for 2011/12 (copy of report [ht-110124-r01-cge](#) circulated with the agenda and appended to the signed minutes).

The Director of Community and Streetscene advised the Board that there was some repetition in the work programme for 2011/12 and therefore, some items would be deleted accordingly.

The Chairman advised that the Community Policy Development and Review Panel had considered the Review of Sheltered Housing and he suggested that the allocations policy for Frosthole Close be added to the Board's work programme for 2011/12.

RESOLVED that the Work Programme for the Year 2010/11 be confirmed and the revisions listed within the report be endorsed, subject to the deletion of duplicated items and the addition of the allocations policy for Frosthole Close.

7. HOUSING REVENUE ACCOUNT (INCLUDING THE HOUSING CAPITAL PROGRAMME FOR 2011/12)

The Board considered a report by the by the Director of Finance and Resources, which provided details of the Housing Revenue Account, which also included details of the Housing Capital Programme for 2011/12 (copy of report [ht-110124-r02-kgo](#) circulated with the agenda and appended to the signed minutes).

The Board also received a presentation from the Council's Corporate Accountant on the Housing Revenue Spending Plans.

A member raised the issue of mobility scooter storage in the Council's sheltered housing schemes. The Board was reminded that at its last meeting, it had agreed to give its support for funding to provide mobility scooter storage and to make a recommendation to the Executive.

It was proposed and duly seconded that the Executive be advised that the Housing Tenancy Board supports, in principle, funding to provide mobility scooter storage in the Council's sheltered housing schemes, with a provisional sum of £30,000 being set aside for the project.

RESOLVED that the Executive be advised of the Board's recommendations as follows:-

That:-

- (a) individual rent increases in line with the rent restructuring model, be approved for Council dwellings with effect from 4 April 2011,
- (b) discretionary fees and charges be increased to provide a minimum increase of 5% in revenue and to cover the increase in standard rate VAT from 17.5% to 20%,
- (c) rents for Council garages be unchanged with effect from 4 April 2011,
- (d) the revised budget for 2010/11 be approved,
- (e) the base budgets for 2011/12 be approved;
- (f) the capital programme and its financing for 2010/11 to 2014/15 be approved; and
- (g) the Executive be requested to agree in principle to allocate a provisional sum of £30,000 to fund the provision of mobility scooter storage in the Council's sheltered housing schemes, to be funded from the HRA balances.

8. LOCAL DECISIONS: A FAIRER FUTURE FOR SOCIAL HOUSING - RESPONSE TO CONSULTATION PAPER

The Board noted a report by the Director of Community and Streetscene, which set out the Council's draft response to the document, which had been prepared in consultation with tenant representatives (copy of report [ht-110124-r06-afi](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that the contents of the Executive's response to the Department of Communities and Local Government's consultation paper, be noted.

9. REVIEW OF SHELTERED HOUSING

The Board considered a report by the Director of Community and Streetscene which provides a review of Sheltered Housing (copy of report [ht-110124-r03-afi](#)) circulated with the agenda and appended to the signed minutes).

The Head of Strategic Housing thanked Councillor Mrs Mary Nadolski, Yvonne Goddard and the Sheltered Housing Review Group for their assistance with the review. He also gave a short presentation to the Board relating to the review.

At the invitation of the Chairman, Councillor Mrs C L A Hockley, Executive member for Community, addressed the board for this item.

RESOLVED that the Executive be advised of the Board's recommendations as follows:-

- (a) the conclusions reached by the Sheltered Housing Review Group be endorsed;
- (b) a feasibility study be undertaken to look at the options and implications of demolishing and rebuilding Collingwood House;
- (c) officers consult the tenants at each of the two storey blocks of flats without lifts to seek their views about possible changes to the nomination criteria relating to the future occupancy of the first floor flats; and
- (d) Barnfield Court to be designated as a Core scheme from 4 April 2011 to pilot the core and cluster model of sheltered housing provision.

10. DEVELOPMENT OF LOCAL STANDARDS

The Board considered a report by the Director of Community and Streetscene which provided details of the Development of Local Standards including the Home, Tenant and Leaseholder Involvement and Neighbourhood and Community Local Standards (copy of report [ht-110124-r07-ila](#) circulated with the agenda and appended to the signed minutes).

The Tenant Involvement Officer thanked the tenant Housing Tenancy Board members and the Tenants' Forum for their involvement in the development of the Local Standards.

RESOLVED that the report be noted.

11. PERFORMANCE MONITORING - TENANCY SERVICES

The Board considered a report by the Director of Community and Streetscene, which set out Performance Monitoring data for Tenancy Services covering Current Tenant Rent Arrears and Repossessions, Void Property Management including Void Rent Loss, Estate Improvements, Inspections and Satisfaction levels for Estate Services, Anti-Social Behaviour, Demand for Social Housing, Housing Stock Figures and Lettings, Tenant Consultation and Involvement (copy of report [ht-110124-r05-jcr](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that the report be noted.

12. PERFORMANCE MONITORING - BUILDING SERVICES

The Board considered a report by the Director of Finance and Resources, which set out Performance Monitoring data for Building Services covering all aspects of the service delivered to the residents (copy of report [ht-110124-r04-cne](#) circulated with the agenda and appended to the signed minutes).

The tenants representatives requested a presentation about the results of the recent stock condition survey be added to the 2011/12 work programme, and requested tenants be provided with more detailed information about the planned maintenance programme (i.e. a list of properties, description of works, target timescales, performance against timescale and customer satisfaction).

RESOLVED that the report be noted.

(The meeting started at 6:00pm
and ended at 8:20pm).