



Minutes of the Housing Tenancy Board

*Minutes of a meeting held on 21 March 2011
at the Civic Offices*

PRESENT:

Councillor P J Davies
(Chairman)

Councillors: T J Howard, and Mrs K K Trott.

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

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs M R Nadolski and D L Steadman and Mr E Dance, Co-opted member. The Executive member for Community, Councillor Mrs C L Hockley, was also unable to attend the meeting.

2. MINUTES

A query was raised regarding minute 9(d) - Barnfield Court being designated a Core Scheme from 4 April 2011. The Director of Community and Streetscene advised that this matter would be subject to further reports being considered by the Board.

A query was raised regarding minute 7(g) and the allocation of a provisional sum of £30,000 to fund the provision of mobility scooter storage in the Council's sheltered housing schemes. The Director of Community and Streetscene advised that a full report would be presented to the Board before any funds were spent. He stressed that the sum allocated was *up to* £30,000 and full details regarding charging points etc would be presented to the July meeting of the board.

RESOLVED that the minutes of the meeting of the Housing Tenancy Board held on 24 January 2011, be confirmed and signed as a correct record ([ht-110124-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded members that this would be the last meeting of the Board in this municipal year and he thanked them for their hard work during 2010/11.

4. DECLARATIONS OF INTEREST

There were no interests declared at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. REVIEW OF THE ANNUAL WORK PROGRAMME FOR 2010/11 AND FINAL CONSIDERATION OF THE DRAFT WORK PROGRAMME FOR 2011/12

The Board considered a report by the Director of Community and Streetscene, which asked members to review the outcome of the current year 2010/11, finalise the draft work programme for the next year, 2011/12 and submit the draft work programme to the Executive (copy of report [ht-110321-r01-tgr](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that:-

- (a) the outcome of the work programme for 2010/11, together with the revision stated, be noted;
- (b) the proposed work programme for 2011/12, together with the revisions stated, be agreed; and
- (c) the proposed work programme for 2011/12 be submitted to the Executive.

7. THE COUNCIL'S APPROACH TO THE DIGITAL SWITCHOVER

The Board considered a report by the Director of Finance and Resources, which provided members with details of the forthcoming digital switchover and the condition of communal aerial systems to block of flats and maisonettes (copy of report [ht-110321-r02-cne](#) circulated with the agenda and appended to the signed minutes).

The Board discussed in full the intricacies and possible impact of the digital switchover on the Council. The Director of Community and Streetscene advised that tenants needed to be aware of the options available to them and suggested that a report be presented to a future meeting of the Board.

RESOLVED that the report be noted and a further report be presented to the June meeting of the Board on the options available to tenants.

8. ENERGY SUPPLY AGREEMENT - VOID PROPERTIES

The Board considered a report by the Director of Finance and Resources, which provided members with information relating to an energy provider framework for vacant properties (copy of report [ht-110321-r06-cne](#) circulated with the agenda and appended to the signed minutes).

RESOLVED that the report be noted.

9. PERFORMANCE MONITORING - TENANCY SERVICES

The Board Considered a report by The Director of Community and Streetscene, which set out Performance Monitoring data for Tenant Services covering Current Tenant Rent Arrears and Repossessions, Void Property Management including Void Rent Loss, Estate 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-110321-r04-jsh](#) circulated with the agenda and appended to the signed minutes).

The Board congratulated the Director of Community and Streetscene and his team for an excellent report.

RESOLVED that the report be noted.

10. ESTATES IMPROVEMENT PROGRAMME 2011/12

The Board considered a report by the Director of Community and Streetscene, which provided members with information on schemes suggested for inclusion in the programme of Estate Improvements for 2011/12. The report also provided members with an update on the schemes approved for 2010/11 (copy of report [ht-110321-r05-jsh](#) circulated with the agenda and appended to the signed minutes).

The Board was advised that Comserv UK Ltd were doing an excellent job and tenants were very pleased with their work.

RESOLVED that the information contained in the report be noted and the schemes identified be supported and endorsed.

(The meeting started at 6:00pm
and ended at 7:20pm).

APPENDIX B

HOUSING TENANCY BOARD – WORK PROGRAMME 2011/2012

Date	Subject	Training Session/ Workshop
6 June 2011	<ul style="list-style-type: none"> • Work Programme 2011/12 • Performance Monitoring (Period Jan-Mar 2011) • Housing Stock Condition Survey • Housing Capital Programme 2011/12 • Review of Housing Allocations Policy - Frosthole Close • Supporting People - Strategic Review of Older Persons Services • Council's Approach to the Digital Switchover - Options Appraisal 	
11 July 2011	<ul style="list-style-type: none"> • Work Programme 2011/12 • Housing Grounds Maintenance • Performance Monitoring (Period Apr-Jun 2011) • Draft Annual report to Tenants • Annual Housing Conference Report • Mobility Scooter Storage Policy 	
19 September 2011	<ul style="list-style-type: none"> • Work Programme 2011/12 • Sheltered Housing Review - An Update (including Collingwood House Feasibility Study) • Regulation of Social Housing - An Update 	
14 November 2011	<ul style="list-style-type: none"> • Work Programme 2011/12 	

Date	Subject	Training Session/ Workshop
14 November 2011 continued	<ul style="list-style-type: none"> • Performance Monitoring (Period Jul-Sep 2011) • Housing Revenue Account reform - An Update • Extra Care Provision at Downing Court • Former Tenant Debt Recovery • Update on Estates Improvement Programme 2011/12 	
23 January 2012	<ul style="list-style-type: none"> • Preliminary Review of the Work Programme for 2011/12 and preliminary draft work programme for 2012/13 • Performance Monitoring (Period Oct-Dec 2011) • Housing Revenue Account including the Housing Capital Programme for 2012/13 • Supporting People - Outcome of Strategic Review of Older Persons Services • Tenancy Strategy 	
19 March 2012	<ul style="list-style-type: none"> • Review of the Annual Work Programme for 2011/12 and Final Consideration of Draft Work Programme for 2012/13 • Estate Improvements Programme 2012-13 • Review and Update of Local Standards 	