

TENANT SCRUTINY BOARD

WEDNESDAY, 23RD JULY, 2014

PRESENT: Barry Stanley in the Chair

Carol Bennett, Jim Fergusson,
Maddy Hunter, Roderic Morgan,
Keith Newsome, Damien Walsh and
Jackie Worthington

1 Appointment of Chair

RESOLVED – That in the absence of Steve Ilee, who had submitted his apologies for absence to the meeting, Barry Stanley, be appointed Chair of the Tenant Scrutiny Board for the duration of this meeting.

2 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

3 Late Items

There were no late items.

4 Apologies for Absence

Apologies for absence were submitted by Adam Abeid, Michael Healey, Steve Ilee, Phil Rone and Kevin Sharp.

The Board was advised that Allan Gibson had resigned as a Member of Tenant Scrutiny Board due to work commitments. In addition, Maddy Hunter, had resigned as a Member of Tenant Scrutiny Board due to a conflict of interest arising from her membership of Tenant Scrutiny Board and Housing Advisory Board. Maddy advised that she would remain a Member of Housing Advisory Board and attend future Tenant Scrutiny Board meetings as an observer. The Board thanked Alan Gibson and Maddy Hunter for their positive contribution to the work of tenant scrutiny. Peter Marrington, Head of Scrutiny and Member Development also agreed to a request that the advice in relation to conflict of interest be forwarded to Board Members for their information.

5 Minutes - 5 June 2014

RESOLVED – That the minutes of the meeting held on 5 June 2014 be confirmed as a correct record.

6 Matters arising from the minutes

Min No. 18 – Sources of Work for the Scrutiny Board

The Board requested further information and statistics regarding under occupancy. The Head of Scrutiny and Member Development undertook to contact the relevant officer to provide an update on this.

The Head of Scrutiny and Member Development also undertook to provide the Board with further information regarding the approval of adaptations.

7 Minutes of Scrutiny Board (Housing and Regeneration) - 24 June 2014

RESOLVED –

- (a) That the minutes of Scrutiny Board (Housing and Regeneration) held on 24 June 2014 be noted
- (b) That relevant reports be forwarded to Tenant Scrutiny Board for its information.

8 Tenant Engagement Update

The Head of Scrutiny and Member Development submitted a report which presented information requested by the Tenant Scrutiny Board at its informal meeting held on 26 June 2014.

The following information was appended to the report:

- Housing Advisory Board report of 3 June 2014 and accompanying appendices
- Tenant and Community Involvement update.

The following were in attendance for this item:

- Peter Marrington, Head of Scrutiny and Member Development
- Amanda Britton, Service Manager, Environment and Housing.

The key areas of discussion were:

- The development of the Leeds Tenant Engagement Framework and the consequential development of staffing structures to support the Framework.
- The development of tenant engagement groups within the framework.
- Clarification regarding tenant inspections, particularly the role of tenant inspectors and the need to ensure consistency of approach across Leeds.
- That tenant groups be regularly updated on progress, particularly on timescales.
- Acknowledgement regarding the review of Leeds Tenant Federation and its future role.

RESOLVED –

- (a) That the contents of the report and appendices be noted
- (b) That a report back be provided to the October Board meeting with further information about tenant inspections and the role of tenant inspectors.

9 Performance report - Quarter 4 and other requested information

The Head of Scrutiny and Member Development submitted a report which presented information requested by the Tenant Scrutiny Board at its informal meeting held on 26 June 2014.

The following information was appended to the report:

- Quarter 4 performance relevant to the Board within the Best Council Plan
- Housing Performance Information Quarter 4, 2013/14
- Overview of Arena Partnerships Tracker
- STAR survey 2014/15 – Method & Approach – Report of Housing Advisory Board on 20 March 2014.

The following were in attendance for this item:

- Peter Marrington, Head of Scrutiny and Member Development

The main areas of discussion were:

- Review of tenancy visits, how to make best use of collating information and whether the information collated could be used to help inform other council services.
- The provision of ward based data and other relevant information. The Head of Scrutiny and Member Development, undertook to liaise with Information colleagues, regarding the availability of the Neighbourhood Index, a useful tool that provided information about wards and communities.
- Clarification sought regarding the Council's use of the Arena Partnership / TP Tracker database, particularly what checks and balances existed to ensure that the data could not be tweaked or manipulated, whether the current username/password system offered sufficient security and whether any of the data could be sold on. The Head of Scrutiny and Member Development undertook to request a written response on this and that any outstanding issues be brought back to the September Board meeting for further discussion.

RESOLVED –

- (a) That the contents of the report and appendices be noted

- (b) That in relation to tenancy visits, the Head of Scrutiny and Member Development be requested to draw up draft terms of reference, in conjunction with Board Members, in anticipation that Scrutiny on this matter commences at the September Board meeting.
- (c) That the Head of Scrutiny and Member Development, liaises with colleagues regarding the availability of the Neighbourhood Index, to provide the Board with relevant information about wards and communities.
- (d) That the Head of Scrutiny and Member Development requests a written response regarding the Council's use of the Arena Partnership / TP Tracker database, and that any outstanding issues be brought back to the September Board meeting for further discussion.

10 Work Schedule

The Head of Scrutiny and Member Development submitted a report which invited the Board to consider its work schedule for the forthcoming municipal year.

RESOLVED –

- (a) That the contents of the report be noted
- (b) That the work schedule be updated to reflect the discussions at today's Board meeting.

11 Any other business

Board Members raised concern regarding non-attendees that had not submitted apologies for absence to the meeting. There was also a brief discussion in relation to the future recruitment of Board Members.

RESOLVED –

- (a) That the Head of Scrutiny and Member Development to discuss with the Chair whether it was appropriate to canvass the views of Board Members about non-attendance.
- (b) That the Head of Scrutiny and Member Development to discuss with the Chair the future recruitment of Board Members in line with current best practice.

12 Date and Time of Next Meeting

Wednesday, 24 September 2014 at 1.30pm in the Civic Hall, Leeds.

(The meeting concluded at 3.00pm.)