

## **TENANT SCRUTINY BOARD**

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**Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Wednesday, 24th September, 2014 at 1.30 pm**

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### **MEMBERSHIP**

Adam Abeid  
Carol Bennett  
Sandra Bland  
Jim Fergusson  
John Gittos  
Michael Healey  
Steve Ilee (Chair)  
Roderic Morgan  
Keith Newsome  
Phillip Rone  
Kevin Sharp  
Barry Stanley (Vice Chair)  
Maddie Ullah  
Damien Walsh  
Jackie Worthington

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*Please note: Certain or all items on this agenda may be recorded*

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**Agenda compiled by:**  
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**Scrutiny Unit**  
**Civic Hall**  
**LEEDS LS1 1UR**  
**Tel: 39 50878**

**Head of Scrutiny and Member Development:**  
**Peter Marrington**  
**Tel: 39 51151**

[www.twitter.com/scrutinyleeds](http://www.twitter.com/scrutinyleeds)

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p><b>No exempt items have been identified.</b></p>	
2			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
3			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<b>MINUTES - 23 JULY 2014</b>  To confirm as a correct record, the minutes of the meeting held on 23 July 2014.	1 - 4
5			<b>DRAFT TERMS OF REFERENCE - ANNUAL TENANCY VISITS</b>  To receive a report from the Head of Scrutiny and Member Development presenting draft terms of reference for the Board's inquiry into Annual Tenancy Visits.	5 - 10
6			<b>SCRUTINY INQUIRY - ANNUAL TENANCY VISITS</b>  To receive a report from the Head of Scrutiny and Member Development presenting information requested as part of the Board's first session into Annual Tenancy Visits.	11 - 64
7			<b>SCRUTINY INQUIRY - ANNUAL TENANCY VISITS - NEXT STEPS - SESSION 2</b>  To receive a report from the Head of Scrutiny and Member Development requesting the Board to consider what further information is required in order for it to come to any conclusions and recommendations.	65 - 66
8			<b>DATE AND TIME OF NEXT MEETING</b>  Thursday, 16 October 2014 at 1.30pm in the Civic Hall, Leeds.	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p><b>THIRD PARTY RECORDING</b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul>	