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## TENANT SCRUTINY BOARD

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Wednesday, 14th June, 2017 at 1.30 pm

*(A pre-meeting will take place for ALL Members of the Board at 1.00 p.m.)*

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### MEMBERSHIP

Sallie Bannatyne

Olga Gailite

John Gittos (Chair)

Michael Healey

Maddy Hunter

Rita Ighade

Peter Middleton

Roderic Morgan

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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**Neighbourhood Services**  
**Tel: 0113 37 83195**

**Scrutiny Officer: Sharon Guy**  
**Tel: 0113 37 83194**

# A G E N D A

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|---------|--------------------------|---------------|---|---------|
| 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 style="padding-left: 40px;"><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 style="padding-left: 40px;"><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>  |         |

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| 4       |                          |               | <p><b>MINUTES - 26 APRIL 2017</b></p> <p>To confirm as a correct record, the minutes of the meeting held on 26<sup>th</sup> April 2017.</p>  | 1 - 8   |
| 5       |                          |               | <p><b>CHAIR'S UPDATE</b></p> <p>To receive an update from the Chair on scrutiny activity, not specifically included on this agenda, since the previous Board meeting.</p>  | 9 - 10  |
| 6       |                          |               | <p><b>STAR SURVEY UPDATE</b></p> <p>In November / December 2016, Housing Leeds conducted a satisfaction survey of its tenants.</p> <p>This presentation summarises the responses to the survey and compares it to a similar survey conducted in 2014.</p>  | 11 - 20 |
| 7       |                          |               | <p><b>LETTING STANDARD SUB GROUP UPDATE</b></p> <p>This year, the Scrutiny Board has undertaken an additional piece of work, looking at Housing Leeds Lettable Standard. This item of work has not been a full Board Inquiry.</p> <p>This piece of work has now concluded and the Board is in a position to report on its findings from the evidence gathered.</p> | 21 - 24 |
| 8       |                          |               | <p><b>TERMS OF REFERENCE AND PROCEDURAL RULES UPDATE</b></p> <p>It is prudent for the Board to ensure on a regular basis that their Terms of Reference and Procedural Rules are fit for purpose.</p> <p>This report asks Members to consider amendments to the Terms of Reference and also consider any appropriate amendments to the Procedural rules</p>         | 25 - 34 |

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| 9       |                          |               | <p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Wednesday 5<sup>th</sup> July 2017 at 1:30pm (pre meeting for all Board Members at 1:00pm)</p> <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> <p>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.</p> <p>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.</p> |         |