

Meeting Date	Minute ref no.	Action	Responsible for Output	Others involved	(last updated 28 March 2014)	Status
04/12/13	6.	<u>Housing and the Jobs and Skills Agenda</u> Officers work with Cllr Maqsood who is employment lead and for a further paper to be brought back to a future meeting of the Board.	Housing Leeds COs	Employment and Skills colleagues	A paper is included on the 3 June HAB agenda covering opportunities within Construction. Further opportunities are being explored within Housing Leeds and proposals will be brought back to HAB	Open (in progress)
	7.	<u>Tenant Involvement</u> To take account of the comments of the board as this work is carried forward.	Liz Cook		Future arrangements for strengthening Tenant Involvement has been picked up by Liz Cook who will be taking account of the Board's comments. A report is included on the 3 June HAB agenda, setting out all the tenant involvement arrangements that are in place/being planned	Propose to close (subject to HAB agreement 3/6)
	8.	<u>Multi-storey tenant working group</u> Following the approval by the board of the recommendations: to develop plan for taking this work forward. <ul style="list-style-type: none"> • Actively involve members in the workstream • In developing support for tenant 	Chris Simpson	Working group members	This aspect is included within the Tenant Involvement item on the 3 June HAB Board agenda.	Propose to close (subject to HAB agreement 2/6)

		<p>involvement, to factor in the need for support and training of Chairs of Local Housing Advisory Panels with regards maximise their time and focus on coherent, strategic issues to best represent tenants at Housing Advisory Board</p> <ul style="list-style-type: none"> • Provision of training and support to enable the Chairs to represent the views of tenants. • Provision of training and support for tenants to encourage active engagement.. • To propose innovative ways of reaching and engaging a greater proportion of tenants using a wider range of media and other activity to do so. 				
28/01/14	9.	That a report be brought back in due course setting out proposals for the establishment of a Sub-Committee(s)	Debra Scott	Rob McCartney (re. HAB involvement in Housing Strategy Dev)	A report is included on the 3 June HAB agenda showing the current arrangements and asking the Board to consider whether these are sufficient for it to successfully fulfil its functions.	Propose close (subject to HAB agreement 3/6)
	11. (ii)	Development of a Leeds Decent Homes Standard which gives greater prominence to thermal efficiency requirements	Steve Hunt	David Glew	Work is being done to develop a new Standard for Leeds Homes and a report will be scheduled for a future Board. (Scheduled for Nov HAB)	Open (in progress)
08/04/14	26	<p>Housing Advisory Panels:</p> <p>To support the creation of a forward work programme developed and monitored with the CCCG, to ensure consistent working practices and appropriate operational and financial</p>	Liz Cook/Ian Montgomery	CCCG Members	Work programme developed and considered by the Cross City Chairs Group on the 23 rd April. Chairs agreed to review delivery of range of actions in the work programme as a standard	Propose to Close (subject to HAB agreement 3/6)

		controls.			agenda item in their monthly meetings. Officers have prioritised, with agreement from Chairs, putting in place key processes required for consistent and clear working.	
	29	Towards a New Housing Strategy HAB to act as project Board and oversee production and future monitoring (HAB members to be involved in themed work)	Rob McCartney	HAB members and other partners/ stakeholders	Update reports to come to future HAB meetings (latest update included in paper on working arrangements mentioned above)	Propose to close and include as a standard agenda item (subject to HAB agreement 3/6)
	30	Cessation of Council acting as lender – agreed, subject to formal approval of E+H Panel	Richard Ellis		Decision taken 30 April 2014 and published	Close
	32	Review of Housing Management Policies (Pets, satellites and Electric Mobility Scooters) (i) That the new policies on keeping pets in Council homes, electric mobility scooters and installing satellites be approved (ii) That 'section 2' or Index Exempt Dogs are not permitted in Council properties (iii) That the Council seeks to achieve the RSPAS's Gold Standard CAWF award in 2014/15	Liz Cook/Kath Bramall		Decisions taken at 30 April E+H Panel and published (call in ends Friday 23 May). The RSPCA Gold award standard achievement has been rolled forward to 2015/16 due to the timescales involved. All other associated actions are in hand, to be delivered after call-in, including publication in Tenant's newsletter and staff briefings.	Proposed to close (subject to HAB agreement 3/6)

		<p>(iv) That in order for the Council to achieve the Award, that Orchard Housing Management system be amended to allow the Council to monitor the number and type of animals kept in Council Homes</p> <p>(v) That the revised policies be publicized to tenants through tenants' newsletters giving feedback from the consultation</p> <p>(vi) That housing staff be briefed on the revised policy prior to its implementation</p>				
	33	<p>Tenants Scrutiny Panel (South) recommendations from Complaints Inquiry (ii) to review and accept the Officer Action Plan in response to the Tenant Scrutiny Panel's recommendations</p>	Liz Cook/Ian Montgomery	Customer Services	<p>Number of recommendations implemented such as raising awareness of Designated Persons role. Others are to be adopted as part of the creation of a single customer relations team for the housing service. The team's focus will be to adopt consistent ways of working and deliver recommendations focussing on the customer experience of the complaints process.</p>	Open (in progress)