

## TENANT SCRUTINY BOARD

WEDNESDAY, 2ND SEPTEMBER, 2015

**PRESENT:** John Gittos in the Chair

Sallie Bannatyne, Jim Fergusson, Olga Gailite, Michael Healey, Maddy Hunter, Roderic Morgan, Jane Wilson and Jackie Worthington

### 11 Chair's Opening Remarks

The Chair welcomed everyone in attendance, particularly Jane Wilson to her first Board meeting.

### 12 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

### 13 Late Items

The Board received a copy of the draft terms of reference for the Board's inquiry on the environment of estates.

The above information was not available at the time of agenda despatch, but was subsequently made available on the Council's website (Minute No. 18 refers).

### 14 Apologies for Absence

Apologies for absence were submitted by Christine Gregory and Peter Middleton.

### 15 Minutes - 1 July 2015

**RESOLVED** – That the minutes of the meeting held on 1 July 2015 be approved as a correct record.

### 16 Matters arising from the minutes

#### **Minute No. 8 – Tenant Scrutiny Board recommendations – Review of Annual Tenancy Visits (ATVs)**

The Board was advised that a detailed update on the mobile working pilot will be provided at the October meeting.

An update on the implementation of the Board's recommendations in relation to ATVs will be provided at the January meeting.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 7th October, 2015

The Board also discussed the addition of a further recommendation in relation to promoting tenant insurance as part of the ATV.

**RESOLVED –**

- (a) That the above updates be provided at the October and January Board meetings.
- (b) That an update on promoting tenant insurance as part of the ATV be provided at the January meeting.

**17 Chair's Update**

The Head of Scrutiny and Member Development submitted a report which provided the Chair of Tenant Scrutiny Board with an opportunity to update Board Members on some of the areas of work and activity since the July meeting.

The Chair updated the Board on his recent attendance at Environment and Housing Scrutiny Board which included a discussion about the deployment of Police Community Support Officers (PCSOs) across Leeds. Board Members were advised that the Environment and Housing Scrutiny Board had requested a breakdown of PCSOs across all Wards and it was suggested that the same breakdown be provided to Tenant Scrutiny Board.

**RESOLVED –** That the above request for information be provided.

**18 Draft terms of reference - Tenant Scrutiny Board Inquiry on Environment of Estates**

The Head of Scrutiny and Member Development submitted a report which introduced the Board's first piece of work on the environment of estates.

Draft terms of reference were presented at the meeting for formal approval.

The following were in attendance for this item:

- Susan Upton, Chief Officer (Waste Management)
- Jill Wildman, Head of Housing Management
- Jason Singh, Locality Manager
- Simon Frosdick, Business Development Manager, Parks and Countryside
- Sharon Guy, Housing Manager (Customer Relations, Tenant Scrutiny, Tenant Involvement and Equality).

The key areas of discussion were:

- The role and commitment of the Environment and Housing Directorate in ensuring a 'one council' approach to the management of housing estates.

- Clarification that the level of grass cutting was set to a city wide standard and took into account the overall ground infrastructure. Details of land that had been mapped for maintenance, including when it was last cut and a schedule for future visits was available to view on the contractor's website, Continental Landscapes <http://www.continental-landscapes.co.uk/websites/leeds/>
- The need for greater communication and engagement with tenants and a suggestion that the Tenant Scrutiny Board could help in identifying how to conduct that communication. Board Members were advised that multi-disciplinary teams were being established to undertake estate walkabouts and more accurately reflect local aspirations.
- The need to continue to look at improving 'systems' across service areas.
- The need to improve the general awareness of tenants and officers in relation to waste.
- Clarification regarding support arrangements available to local organisations to help improve the environment of estates.
- The role of PCSOs as being the eyes and ears on estates.
- A suggestion that a Safer Leeds representative be invited to attend the October Board meeting to discuss the role of PCSOs
- Development of a partnership approach in relation to environment standards.
- A suggestion that the Board undertakes 3 estate walkabouts focussed on a diverse range of estates.
- Consideration of further sources of information that the Board may wish to receive, particularly, Area Action Plans and the Annual Standards Plan.

#### **RESOLVED –**

- (a) That the Board approves the draft terms of reference for the Board's inquiry on the environment of estates
- (b) The 3 estates be identified which could act as examples throughout the inquiry including hosting walkabouts for Board Members.
- (c) That a Safer Leeds representative be invited to attend the October Board meeting in relation to the role of PCSOs.

#### **19 Date and Time of Next Meeting**

Wednesday, 7 October 2015 at 1.30pm (Pre-meeting for all Board Members at 1.00pm)

(The meeting concluded at 3.10pm)