

## HOUSING ADVISORY BOARD

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 7th September, 2015 at 5.00 pm

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### MEMBERSHIP

Councillor D Coupar (Chair)

Councillor J Bentley

Councillor B Anderson

Councillor A Gabriel

Councillor S Hamilton

Councillor K Ritchie

#### Tenant/ Leaseholder

Ted Wilson  
Andy Liptrot  
David Atkinson

#### Independent Representative

Timothy Woods  
Matthew Walker  
Andrew Feldhaus

#### Co-opted Member

David Glew  
Jo Hourigan

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<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>	

3

**LATE ITEMS**

To identify any items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes)

4

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13 -16 of the Members' Code of Conduct

5

**APOLOGIES FOR ABSENCE**

To receive any apologies for absence

6

**MINUTES OF THE PREVIOUS MEETING**

1 - 10

To approve as a correct record the Minutes of the Housing Advisory Board held on 9<sup>th</sup> July 2015

(Copy attached)

7

**MATTERS ARISING FROM THE MINUTES**

11 -  
12

To consider any matters arising/ outstanding issues and actions from the previous minutes.

(Report attached)

8

**HOUSING LEEDS CAPITAL FINANCIAL POSITION PERIOD 4 2015/16**

13 -  
18

To consider a report by the Director of Environment and Housing which provides a financial position statement on the HRA Housing Leeds Capital programme at period 4 for the financial year 2015/16.

(Report attached)

9

**HOUSING LEEDS (HRA) REVENUE FINANCIAL POSITION JULY 2015/16**

19 -  
22

To consider a report of the Director of Environment and Housing which provides an update on the revenue financial position for the Housing Leeds (HRA) service as at the end of July 2015.

(Report attached)

10

**PERFORMANCE REPORT**

23 -  
36

To consider a report by the Director of Environment and Housing which provides a summary of the most recent performance data against the new six Housing Leeds priorities and informs the Board of progress with the development performance measures and dashboards for each priority. The purpose of the dashboards and extended range of performance measures is to give greater insight on matters that affect tenants and to help to put service performance into context.

(Report attached)

11

**KEY WELFARE CHANGES AND PREPARATIONS FOR UNIVERSAL CREDIT.**

37 -  
58

To consider a report by the Director of Environment and Housing which provides details of the Key Welfare Changes, implications from the recent Budget and sets out the preparations for Universal Credit.

(Report attached)

12

**TENANT ENGAGEMENT UPDATE**

59 -  
84

To consider a report by the Director of Environment and Housing which provides an update on progress made in the development of tenant involvement and the newly formed citywide groups, their names and strategic priorities.

(Report attached)

13

**HOUSING LEEDS CUSTOMER ACCESS STRATEGY**

85 -  
94

To consider a report by the Director of Environment and Housing which provides an update on the progress made to improve tenant satisfaction.

(Report attached)

14

**HOUSING ADAPTATIONS**

95 -  
100

To consider a report by the Director of Environment and Housing which provides an overview of recent changes in the way this service is provided, look at the current performance and ways to provide further service integration and improve the customer experience.

(Report attached)

15

**HOUSING ADVISORY BOARD FORWARD PLAN 2015**

101 -  
104

To note/ amend the contents of the Housing Advisory Board Forward Plan 2015/16

(Report attached)

16

**DATE AND TIME OF NEXT MEETING**

To note that future meetings of the Board will be arranged as follows:

- Tuesday 10<sup>th</sup> November 2015
- Tuesday 2<sup>nd</sup> February 2016
- Tuesday 26<sup>th</sup> April 2016

All meetings to take place in the Civic Hall, Leeds commencing at 5.00pm

### **Third Party Recording**

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.

Use of Recordings by Third Parties– code of practice

- 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.
- 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