

## HOUSING ADVISORY BOARD

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Tuesday, 28th February, 2017 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  
Tracey McGarry  
Jo Hourigan

#### Independent Representative

Timothy Woods  
Matthew Walker  
Andrew Feldhaus

#### Co-opted Member

David Glew  
Chris Simpson

# 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 consireation.

(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 - 29 NOVEMBER 2017**

1 - 12

To approve as a correct record the minutes of the Housing Advisory Board held on 29 November 2016

7

**MATTERS ARISING/OUTSTANDING ACTIONS**

13 - 20

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

8

**UPDATE FROM THE TENANTS REPRESENTATIVE**

To receive an update/feedback from Tenants Representatives on issues affecting Council House Tenants/Services

9

**TENANT ENGAGEMENT FRAMEWORK**

21 - 32

To receive and consider the attached report of the Chief Officer, Housing Management which updates the Board on the development of a new Tenant Engagement Framework.

10	<b>HIGH RISE STRATEGY UPDATE</b>	33 -
	<p>To receive and consider the attached report of the Director of Environment and Housing which provides an update on progress with the implementation of the High Rise Strategy, which will include the delivery of a number of initiatives including:</p> <ul style="list-style-type: none"> <li>• The development of new Housing Management models;</li> <li>• A range of multi-agency actions to deliver a more joined up, improved service to high rise tenants;</li> <li>• A programme of physical investment</li> </ul>	50
11	<b>THE HOUSING LEEDS ASSET MANAGEMENT STRATEGY</b>	51 -
	<p>To receive and consider the attached report of the Chief Officer, Property &amp; Contracts which advises the Board on the development of an Asset Management Strategy (AMS) for Housing Leeds</p>	132
12	<b>HRA CAPITAL FINANCIAL POSITION PERIOD 9 2016/17</b>	133 -
	<p>To receive and consider the attached report of the Director of Environment and Housing which provides a financial position statement on the HRA Housing Leeds Capital Programme at Period 9 for the financial year 2016/17.</p> <p>The report also includes details of Housing Leeds &amp; BITMO refurbishment programme (Section 3) and Housing Leeds Council House Growth Programme (Section 4)</p>	138
13	<b>HOUSING LEEDS (HRA) REVENUE FINANCIAL POSITION PERIOD 9 - 2016/17</b>	139 -
	<p>To receive and consider the attached 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 September 2016 (Period 6).</p>	144

14

## **HOUSING ADAPTATIONS**

145 -  
150

To receive and consider the attached report of the Head of Housing Support which sets out the steps taken by the Health and Housing Service to improve performance on the delivery of housing adaption schemes within target timescales and to improve budget management relating to council housing adaptations. The report will also set out proposals to further improve service performance and budget management.

The Board is asked to comment on the improvements made to date and the proposed further actions.

15

## **REVIEW OF SUPPORT MODELS FOR OLDER HOUSING LEEDS TENANTS**

151 -  
160

To receive and consider the attached report of the Director of Environment and Housing which outlines the following:

- To outline how Housing Leeds plans to enhance the way that it supports its older residents to remain independent, in support of the “Councils Breakthrough Project” - To Make Leeds the Best City to Grow Old In.
- To outline proposals of three support models that offer older tenants living in Housing Leeds properties greater choice and flexibility, to ensure that we meet the changing needs of an ageing population and ensure the best use of housing stock.
- To outline plans to modernise the marketing of housing options of older people by promoting a “Retirement Living” concept and changing perceptions and attitudes of retirement living of older people, families, carers and professionals.

16

## **PERFORMANCE UPDATE**

161 -  
168

To receive and consider the attached report of the Director of Environment and Housing which presents a summary of the most recent performance data against the six Housing Leeds priorities.

The report provides performance data, supporting commentary and contextual information, as well as signposting to relevant information contained in other reports on the HAB agenda.

17

## **DISREPAIR CASE ANALYSIS AND PREVENTION STRATEGIES**

169 -  
172

The report of the Chief Officer, Property and Contracts provided the Board with the following information:

- Progress made in reducing the disrepair caseload and the significant reduction achieved in costs following the change to processes implemented from November 2016.
- The analysis work undertaken by Housing Leeds in establishing the causes of disrepair and their location and property archetype.
- The link between ongoing repair requests and disrepair cases, mainly in relation to damp.
- The actions Housing Leeds has in place to both effectively target its response to damp and to focus investment on difficult to treat properties.

18

## **HOUSING ADVISORY BOARD FORWARD PLAN 2016/17**

173 -  
176

To note/amend the contents of the attached Housing Advisory Board Forward Plan for 2016/17

**DATE AND TIME OF NEXT MEETING**

To be confirmed

2017/18 Municipal Year Dates (provisional)

Tuesday, 5 June 2017

Tuesday, 26 September 2017

Tuesday, 28 November 2017

Tuesday, 27 February 2018

**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