
TENANT SCRUTINY BOARD

Meeting to be held in 6 & 7 - Civic Hall, Leeds on
Friday, 25th October, 2019 at 1.00 pm

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

MEMBERSHIP

John Gittos (Chair)

Sallie Bannatyne

Maddy Hunter

Rita Ighade

Peter Middleton

Roderic Morgan

Jackie Worthington

Mary Farish

Stanley Burton

Denise Linley

Please note: Certain or all items on this agenda may be recorded

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</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;">RESOLVED – 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;">No exempt items have been identified.</p>	
2			<p>LATE ITEMS</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>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p>MINUTES - 4TH OCTOBER 2019</p> <p>To confirm as a correct record, the minutes of the meeting held on 4th October 2019</p>	1 - 8
5			<p>CHAIRS UPDATE</p> <p>To receive an update from the Chair on scrutiny activity, not specifically included on this agenda, since the previous Board meeting.</p> <p>Draft minutes of the meeting held on 12th September (Minutes of meeting held on 17th October 19 not yet available)</p>	9 - 12
6			<p>CONSIDERATION OF NEW INQUIRY</p> <p>Board discussion to finalise scope of new inquiry and programme/timescale.</p>	13 - 14
7			<p>TSB WORKPLAN</p> <p>Confirmation of dates of meetings for the forthcoming year and the future workplan (which will be dependent on what investigation the board wishes to undertake)</p>	15 - 18
8			<p>DATE AND TIME OF NEXT MEETING</p> <p>1.00pm Friday 29th November 2019, Committee rooms 6/7 Civic Hall</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>THIRD PARTY RECORDING</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>	
2				
a)				
b)				

TENANT SCRUTINY BOARD

FRIDAY 4TH October 2019

PRESENT: John Gittos (Tenant Chair)

Tenants: Sallie Bannatyne (SBa), Stanley Burton (SBu), Mary Farish, Maddy Hunter, Jackie Worthington, Rita Ighade.

Officers: Keith Mack (Scrutiny Officer), Ian Parr (Housing Assistant), Simon Costigan (Chief Officer for Property and Contracts), Barry Anderson (Councillor and Chair of Environment Housing and Communities Scrutiny Board)

27 Exempt information

None.

28 Late Items

None.

29 Apologies for Absence

Peter Middleton, Roderic Morgan

30 Minutes – 19th July 2019

RESOLVED – The minutes of the previous meeting held on 19th July 2019 were passed as a true record.

31 Chair's Update

JG told the board that the latest minutes from the Environment, Housing, and Communities board (12th September 19) will be included with the next meeting pack.

JG informed the board that he will be attending the next EH&C Scrutiny meeting on 19th October regarding the Council's response to the Grenfell tragedy and will update the Board in the November meeting. JG will also be attending the Tpas National Tenant Scrutiny Conference in December, and will update following the conference.

32 Chief Officer update – Simon Costigan

Simon Costigan attended to provide an overview of the repairs service. SC told the board as chief officer of Property and Contracts, he is responsible for the management of Capital Works, responsive repairs, investment strategy, and for the PFI stock. Repairs is a high priority for most tenants, and there are changes to be implemented as a result of the STAR survey results. The STAR survey has shown which areas have seen a drop in satisfaction and which demographics are more or less satisfied than others, so steps can be taken to ensure satisfaction remains high. Many factors can impact satisfaction, and though not all of them can be addressed at once, it is important to target change that can satisfy as many people as possible. SC noted that there are differences in the performance between the contractors Mears and LBS, and many aspects between them are compared but they do not always work to the same benchmarks.

The repairs service currently has an asset based approach to works, for example replacing all roofs in one timeframe, followed by windows and so on. SC suggested that this approach is revisited, with an understanding that the council stock are people's homes, and there should be larger focus on the tenant's priorities. Addressing tenant concerns such as fencing and the environment among other things might mean delaying some larger planned maintenance, but would increase the satisfaction of the tenants or improve their quality of life. This goal is not achievable straight away and requires consultation with tenants to hear what their concerns are, and how the works might be planned moving forwards.

The 116 high rise blocks across the city also require maintenance, with new investment required to achieve all the current aims. Work has already begun on installing new sprinkler systems in all blocks. Some of the outdated heating systems require updating too as the storage heaters are not the most efficient compared with newer systems. There is a higher demand for electricity than when the blocks were first built and so the infrastructure also needs adapting to meet tenants' needs. All of these works should be delivered in the context of the current climate emergency, with improving energy efficiency a key factor in reducing carbon emissions in the city. Two blocks have been earmarked for demolition and rebuilding as this would be more cost-effective than carrying out all necessary infrastructure updates within the current building.

All property upgrades require the Property and Contracts team to be more IT literate, incorporating online bookings for repairs, advance notice of when a contractor will be attending a job, and live requests for stock/materials, made by contractors, to be delivered to the site where necessary. How the customers are engaged is an important part of the process, which SC will be discussing with VITAL in another meeting. SC finally told the board that the areas of the city covered by Mears and LBS is due for review before March 2021, and there is scope

to increase the work completed by council staff as it helps to keep money within the council.

JG raised that previous discussions with technology suppliers had given the impression that the implementation of technology might not be moving as quickly as desired and asked what is currently implemented. SC replied that the Total Mobile system is in place for LBS, with work currently issued to operatives on PDA devices and texts sent to tenants ahead of repair appointments, however there are still developments that can be implemented. Ordering supplies to larger jobs now works online but ordering to smaller jobs still requires some development. JG asked how this might be resolved, SC replied that van stocks are being reviewed so that operatives have more of the items that are used more frequently in their vans.

JG asked if there are now more repair jobs in East Leeds than there has been previously. SC replied that the amount of jobs and the areas they are completed in is being monitored, and performance in the areas can vary but that there is still some learning to be done from best practice.

SBa questioned how flats within high rise blocks require maintenance will be decided/prioritised. SC answered that currently a survey is undertaken on a number of properties in each block to determine if work should be carried out in all flats. As a part of the review, it may be better to survey each apartment and carry out any works based on the individual need of the property so that nobody has to have work completed that they didn't want or need. JG followed up asking if the date of previous works is logged so that nothing is renovated twice in a short space of time, SC replied that it does, but that not all systems that use the data currently communicate with each other, however this should improve when the IT systems are more fully developed.

RI raised a concern that in her opinion the flats that are well maintained by their tenants do not get the same amount of improvements as the flats that are not well maintained. SC agreed that this is frequently raised as an issue, and that the new process will focus on what makes a difference to tenants when they move in which has commonly been regarded as new kitchens, however this is not always realistic and a kitchen does not need replacing each time a new tenant moves in. New benchmarks of what tenants might expect would be a good way to refresh the idea of repair works in void properties.

SC asked if the council is charged twice for repairs that are not completed correctly the first time and need to be completed again, and questioned if the council has the data for how many such cases there are. JG continued that previous investigations into repairs has revealed that Mears customers were given a card with a direct contact number and that the council would be unaware if a call was made. SC answered that the council is not charged twice, and that the data is available to the council. If there are instances where similar repairs are not completed first time or multiple within a similar area then an investigation into why that is the case can be

carried out. Regarding the number of cases SC told the board that he would have to find out the figure and relay it back to the board in a future meeting.

SBa told the board of a case she was aware of a void property which had been repaired and let to a new tenant with floors that hadn't been fully covered, for which the tenant was then told they were responsible for replacing. SC answered that it is difficult to comment on individual cases, and that the floor coverings vary based on the room in the property but in general kitchens and bathrooms are tiled and other rooms are not, however this property may have had underfloor heating which uses a different finish to other types of covering. SC offered to look into the case.

JG noted that comparing LBS and Mears is difficult due to the different recording metrics. SC answered that the comparison is made by the schedule of rates, which shows how long each job should take compared to how long it actually took, but the two companies have different schedules. Work is underway to have both companies use the same timing system so like for like jobs can be compared, eliminating this difference.

SBU asked if the council follow up on repairs after they are completed, SC replied that follow up surveys are given to a sample of customers, and that if any issues become apparent from the responses then work can be taken to address the problem.

JG asked how many high rise blocks have had new sprinklers installed, SC replied that it is a rolling program and though he was unsure of the current number he can return that figure to the board. There is still work to be completed and more investment required. JG asked if there had been any government funding for the installation, SC replied there had not been as the funding was only available for installation in blocks that had similar cladding to Grenfell Tower, but no block in Leeds has such cladding.

JG raised a previous issue regarding the ability to hire certain tradespeople due to salary competition from other jobs and businesses. SC replied that it is an issue as workers often prefer short term contracts, but there is a regular advertisement out for tradespeople and there are currently 40 electrical apprentices who are on their second of three years on the program. There are currently 42 vacancies to fill but there are rolling interviews so new workers can be employed relatively quickly to fill these positions.

JG questioned if the progress that has been made with Mears would revert if the contract was awarded to another company in 2021. SC replied that it is a risk as there would be with any new contract, but the council know their expectations and there would be a mobilisation period to ensure any new supplier would be up to speed if a new contractor was brought in.

JG asked if the boundaries of using Mears in East Leeds is set in stone or whether that is possible to change, SC replied that it is a legacy issue with the boundary

carried over from the ALMOs, but there is no set reason for it to continue that way. Any changes should be easy to understand and in line with ward and housing management boundaries to ensure customers know who should be dealing with their repair. JG asked if the two contractors work together on out of hours repairs, SC answered that both contractors still pick up the jobs in their respective areas on most occasions, with some jobs in East Leeds undertaken by LBS where appropriate.

JG thanked SC for his attendance and input.

33 Chair of Environments, Housing & Communities Scrutiny Board update.

Councillor Barry Anderson introduced himself to the board members and began outlining some potential suggestions for the next area of scrutiny for the board. The suggestions for possible areas of scrutiny given were;

- The effectiveness of the Housing Advisory Panels (HAP's) in delivering local priorities, and whether more funding is required to allow them to do so. BA suggested that an inquiry could establish how could HAPs accomplish more, and which bids are appropriate. Suggesting that some bids might be funding works that other funds should be paying for so the board might want to consider if the HAP project criteria currently sets the right expectations?
- Whether the repairs strategy meets the needs of local communities, and how the repairs service has, or could better respond to the council climate emergency? How much value for money there is in the responsive repairs service, and looking into how many appointments are missed or cancelled by the service?
- The effectiveness of estate walkabouts, questioning whether officers and councillors are regularly attending and how they are being advertised and promoted to local tenants to ensure they are aware of the estate walkabouts taking place, how to take part and if they understand how they can contribute.
- An inquiry into fly-tipping and its causes, are tenants being made aware of the council collections for bulky waste effectively. BA noted that some tenants have a free bulky collection service but this wasn't available to all.
- How the issue of adequate car parking on estates can be resolved noting there has been a long standing problem of car parking at some locations but noting that this was an expensive problem to resolve and had resulted in bids being made to the HAP's who could not justify such expenditure.
- Whether tenants are happy with the service when contacting housing via the corporate contact centre and whether calls could be answered more quickly, avoiding the need for repeated calls.

JG asked if BA could explain the HAPs to those that may not be familiar. BA explained that the HAPs are local tenant and councillors groups who represent their area and are able to fund community projects in their area, with Housing revenue account funds allocated on the basis of on the number of council tenants in the HAP area. The HAPs follow a similar framework but each of the 11 HAPs have different funding priorities, BA, by way of example explained that the Outer North West HAP had one priority to increase their work with schools and young people in the area. HAP spending is monitored and tracked, with the meetings open to anyone who might wish to observe. BA suggested that the HAPs should be more closely linked with the community committees, but some tenants are of the opinion that the committees have differing views and have become disengaged. BA suggested that there is scope for having fewer HAP areas, and that more match funding or other outside contributions will help the HAP money go much further. BA also commented that the average age of HAP members is high, and more could be done to encourage younger people to take part?

JG told the board he has attended some HAP meetings and felt that some of the projects being funded should have been for the council to fund, and noted that it isn't possible to fund projects over multiple years as the budget is managed through each financial year. JG stated that some projects seem to be rejected before they make it to vote by the members, to which KM advised that all projects are assessed by the Tenant Engagement Officers against the HAP criteria and require approval before being presented, and these checks can often highlight projects which are unlikely to be passed, inappropriate, or are able to be funded elsewhere.

JG asked if there was still an issue of councillors not receiving feedback from estate walkabouts, BA replied that many are getting feedback but there are some cases in which they are not, and there is not always an explanation why. Some issues are raised on multiple walkabouts but do not get addressed and tenants are not getting a response either. Some larger walkabouts might benefit from being split into multiple smaller walkabouts to increase the focus in the area. BA questioned who has the authority to ensure jobs are completed, as they will just continue to be raised until they are resolved.

JG noted that previous recommendations highlighted that officers conducting walkabouts can vary and that they should be the ones with local knowledge, and that some councillors are not attending either. JG recognised it is difficult to ensure consistency across all areas, and BA replied that despite any hurdles, he believes that the current housing officers are now much better placed and equipped than they have previously been. JG commented that some areas swap officers to increase the local knowledge, and asked if this was a regular occurrence.

JG asked if BA had any updates on bin collections across Leeds. BA replied that it was recently raised as a potential topic for scrutiny by the Environment Housing and Communities board as many people have had an issue with parked cars blocking the refuse bins from making any pickups. Some areas do not have bins at all and leave bags out for collection, and there has been discussions on changing the

collection routes and guidelines for tenants and refuse collectors. Traffic Regulation Orders are being implemented to alleviate the issues of parking affecting collections. JW noted that there have been occasions where brown bins haven't been collected when they should have been, BA replied that these bins are not currently on an official collection route, and the one vehicle that collects from these bins can become full and so collection is disrupted.

JG thanked BA for his attendance and input.

34 TSB Work Plan

JG informed the board that due to officer availability the meeting dates have been altered, so the next meeting of this board will be held on the 25th of October, and the following meeting will be held on the 29th of November.

JG informed the board of his intention to begin the new investigation in November, so members should submit their ideas for enquiry to KM or IP within 10 days (by Monday 14th of October). The ideas can then be collated and a decision made.

JG will be attending VITAL to seek their input. KM explained to members who may be unaware the make-up and function of VITAL as a tenant board.

35 Date and Time of Next Meeting

The next meeting will take place at the Civic Hall on Friday the 25th of October, from 1pm - 3pm.

THE MEETING CLOSED AT 3:00 PM

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SCRUTINY BOARD (ENVIRONMENT, HOUSING AND COMMUNITIES)

THURSDAY, 12TH SEPTEMBER, 2019

PRESENT: Councillor B Anderson in the Chair

Councillors J Akhtar, J Bentley,
A Blackburn, D Collins, A Gabriel, A Khan,
P Gruen, M Harland, N Sharpe, K Brooks
and T Smith

26 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal.

27 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

28 Late Items

There were no late items.

29 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

30 Apologies for Absence and Notification of Substitutes

Apologies of absence were received from Councillor P Grahame.

31 Minutes - 11 July 2019

RESOLVED – That the minutes of the previous meeting held 11th July 2019 be approved as an accurate record.

32 Matters Arising

In relation to the minutes of the meeting held 11th July 2019, Councillor Gruen referred to minute 22, Leeds Anti-Social Behaviour Team Review and made reference to tasking meetings. It was confirmed that this matter would be referred to at the West Yorkshire Police and Crime Panel. Members of the Board gave their support in Councillor Gruen and Akhtar doing so.

33 Climate Emergency Advisory Committee - update

The report of the Head of Democratic Services provided the Board with an update on the functions and work priorities of the Council's Climate Emergency Advisory Committee.

The following were in attendance for this item:

- Councillor Walshaw, Chair of Climate Emergency Advisory Committee
- Neil Evans, Director of Resources and Housing
- Polly Cook, Chief Officer for Sustainable Energy and Air Quality

The Chair of the Climate Emergency Advisory Committee (CEAC) introduced the report, highlighting upcoming dates for future meetings, and the work priorities in each of the working groups.

Members were informed that there would be an open forum session at the beginning of every CEAC meeting. Additionally, at the meeting to be held on 25th September, it was confirmed that representatives from Extinction Rebellion were due to be present as part of the open forum.

The Chair thanked those in attendance.

RESOLVED – To note the contents of the report.

34 **Parking Strategy and Management**

The report of the Director of City Development and the Director of Communities and Environment, provided an overview of city centre parking provision within the context of planning policy, the transport strategy for Leeds and the operation of city centre car parking; further outlining the general approach to the management of on-street car parking in areas surrounding the city centre and outside the main city centre controlled parking management area.

The following were in attendance for this item:

- Councillor M Rafique, Executive Member for Environment and Active Lifestyles
- Andrew Hall, Head of Transport Planning
- Jason Singh, Head of Service, Environmental Action
- Mark Jefford, Service Manager Environmental Services

Key issues identified in discussions with the Board included:

- Members sought further information on the legal process and timescales on implementation of schemes. Members were informed there had been issues around employment, and that main priorities focused on road and traffic safety. Members were informed of the representation process and that these could add additional time on the regulatory timescales 6-9 months.
- Members discussed traffic order offences and sought information on the existing schemes that had taken place and suggested that measureable information is brought to a future scrutiny board meeting.
- Members recognised the difficulties in managing traffic offences with schools. Officers highlighted staffing issues and the complexities of monitoring 110 schools. It was noted that there is an enforcement vehicle responding to parking reports. Furthermore, Members heard that officers were looking at introducing informal 'no idling' zones.

- Members felt that it would be helpful for Elected Members to be issued a key point of contact to be able to raise any issues during out of hours.
- A Member sought additional information in regard to a parking scheme in their ward, and requested that details on the consultation round and delivery of the scheme be provided, as well as suggesting a meeting with Ward Councillors to discuss the scheme in further detail.
- In relation to the transport strategy, officers explained that a balanced approach had been taken outside of the city centre, in an attempt to encourage public transport, with particular references made to the use and expansion of park and ride schemes.
- It was noted that the Transport Supplementary Planning Document (SPD) is in its final stages and that Members would be able to submit their comments in due course.
- Members' discussion focused on residents parking schemes, and agreed the strategy should include additional information on outer and inner areas. Members requested for further information to be brought back to a future meeting and that the additional paper focuses on Members concerns.

The Chair thanked those officers in attendance.

RESOLVED – The Scrutiny Board (Environment, Housing and Communities):

- a) Noted the contents of the report.
- b) Requested that the information provided during discussion be provided to the Board.
- c) Requested that, in discussion with the Chair, a further progress report be presented to a future meeting of the Board, subject to consultation with the Scrutiny Board Chair (Infrastructure, Investment and Inclusive Growth) on the remit of the matter.

Councillor Bentley arrived at 10:50am, respectively during discussion of this item.

Councillors Khan and Akhtar withdrew from the meeting for a short while, respectively during discussion of this item.

35 Consultation on Leeds Parks and Green Spaces Strategy to 2030

The report of the Director of Communities and Environment outlined proposals for a public consultation on developing a Leeds Parks and Green Spaces Strategy for the period 2020 to 2030.

The report included a copy of the current Leeds Parks and Green Spaces Strategy (to 2020) at Appendix 1; along with the Leeds Parks and Green Spaces Strategy (2020 to 2030) at Appendix 2.

The following were in attendance for this item:

- Councillor M Rafique, Executive Member for Environment and Active Lifestyles

- Sean Flesher, Chief Officer Parks and Countryside
- Emma Trickett, Senior Projects Manager, Communities and Environment

The Chief Officer Parks and Countryside presented the report and highlighted key aspects of the consultation period and provided an overview on the timescales of the draft strategy being adopted. Additionally, the Senior Projects Manager guided Members through the appended Leeds Parks and Green Spaces Strategy 2020 to 2030.

The Chair acknowledged the limited time for Members in depth discussions and requested that the officers in attendance, along with Members of the Scrutiny Board attend a working group, prior to the consultation on the future of public parks and green spaces commencing. The Chair advised that Board Members would be informed of the date of the additional working group in due course.

- RESOLVED** – The Scrutiny Board (Environment, Housing and Communities):
- a) Noted the information contained within the report and the appended Parks and Green Spaces Strategy at Appendix 1 and 2
 - b) Requested that the ‘Towards a Leeds Parks and Green Spaces Strategy 2020 – 2030’, as well as the consultation plan be brought to a working group, for Members to review and provide their feedback.

36 Work Schedule

The Head of Democratic Services submitted a report which invited Members to consider the Board’s schedule for the 2019/20 municipal year. Copies of the draft work schedule and the minutes of the Executive Board meeting held Wednesday 24th July 2019, were appended to the report.

Members discussed the items scheduled for the October meeting.

- RESOLVED** – The Scrutiny Board (Environment, Housing and Communities):
- a) Noted the matters outlined in the report and raised during the meeting
 - b) Noted the Executive Board minutes
 - c) Agreed the overall work schedule

37 Date and Time of Next Meeting

RESOLVED – To note the date and time of the next meeting as Thursday 17th October 2019.

(The meeting concluded at 12.20 pm)

Report of **Housing Manager, Tenant Scrutiny**

Report to **Tenant Scrutiny Board**

Date: **25 October 2019**

Subject: **Consideration of new Inquiry**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1.0 **SUMMARY OF MAIN ISSUES**

- 1.1 The Board have met with, during the last two meetings, the Chair of Environment, Housing and Communities Scrutiny Board, the Chief Officer (Housing Management – Property & Contracts), Resources & Housings Research & Satisfaction Manager and Intelligence & policy Officer.

- 1.2 The Chair also met on 9th October with VITAL (Voice of Involved Tenants Across Leeds) and informed them of the ongoing discussions regarding a new inquiry.

- 1.3 The Board throughout this process have received presentations on Star Survey data, Housing performance information and have been provided with topics for future scrutiny inquiries. Topics which have been suggested are:-
 - The effectiveness of the Housing Advisory Panels (HAP's)
 - Whether the Repairs Strategy meets the needs of local communities?
 - The effectiveness of Estate Walkabouts.
 - An inquiry into Fly-tipping and its causes.
 - The issue of adequate Car parking on estates.
 - Contacting housing via the Corporate Contact Centre

- 1.4 Members are reminded that whilst these topics have been suggested, the Board may agree to work on something which is not included on the list above.

2.0 **RECOMMENDATIONS**

- 2.1 The Board is requested to discuss the topics suggested and agree an area of work the Board should carry out this municipal year noting that new ways of working discussed in the recent TSBV review could be trialed during this inquiry.

3.0 BACKGROUND DOCUMENTS¹

3.1 None.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



Report author: Keith Mack

Tel: 0113 378 3330

Report of Housing Manager, Tenant Scrutiny

Report to Tenant Scrutiny Board

Date: October 2019

Subject: 2019/20 Work Programme

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1.0 SUMMARY OF MAIN ISSUES

- 1.1 The Board previously resolved a workplan will be provided in all future agenda packs.
- 1.2 Following work by the board to review whether it demonstrates best practice and having not met during August/September, the focus of the Board will now turn to identifying a new enquiry and explore any opportunities to trial new ways of working
- 1.3 Dates of future meetings have been agreed and scheduled as below (all meetings will commence at 1.15pm following TSB pre-meeting at 1.00pm and all meetings will take place in Committee rooms 6/7 at Civic Hall, Leeds unless otherwise advised. Should the programme be subject to change, members will be notified in due course.)

Friday 25th October 2019 (rescheduled from 18/10/19)

Friday 29th November 2019

Friday 20th December 2019

Friday 17th January 2020

Friday 21st February 2020

Friday 20th March 2020

Friday 17th April 2020

2.0 RECOMMENDATIONS

2.1 Members of the Board are requested to note the 2019/20 municipal year's work programme.

3.0 BACKGROUND PAPERS¹

3.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

APPENDIX A

Tenant Scrutiny Board Work Schedule for 2019/20 Municipal Year

AREAS OF REVIEW	July 19th	August (No Meeting)	October 4th	October 25th	November 29th	December 20th	January 17th (2020)	February 21st
Main Inquiry	X		X	X	X	X	X	X
Preparation of Final Report								
(X) Recommendation Tracking (P) Presentations	Consideration of new inquiry (1) STAR data (2) Performance data (Housing)		Consideration of new inquiry (1) Chief Officer (2) Chair of EH&C Scrutiny in attendance	Finalise scope of new inquiry and programme/ timescale.	(Provisional) Presentation from head of service in respect of chosen inquiry			
UPDATES								
Attendance/Guest speakers	(1) Frank Perrins (2) Lee Ward		(1) Simon Costigan (2) Cllr. B. Anderson					
Board Administration				Call to scrutiny				
Election of Chair Election of Vice Chair								
Work Plan updates to Tenant Scrutiny Board	X		X	X	X	X		
Chief Officer attendance			X					

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