

BABERGH AND MID SUFFOLK DISTRICT COUNCILS

Minutes of the meeting of the **JOINT HOUSING BOARD** held at the Mid Suffolk District Council Offices, Needham Market on 16 May 2016 at 2:15pm

Present:	<u>Mid Suffolk</u>	<u>Babergh</u>
Councillor:	Nick Gowrley Sarah Mansel Lesley Mayes	Jennie Jenkins Jan Osborne
Tenant Representative:	Steve Phillips (Chairman) James Taylor Keith Wykes	Michael Berry Roger Chapman
In attendance:	Martin King – Head of Supported Living Gavin Fisk – Corporate Manager – HRA Business Planning And Budget Management Sue Lister – Corporate Manager – Supported Housing Ian Sparkes – Building Surveyor Krissy Dillon – Governance Support Officer	

JHB01 APOLOGIES

Apologies for absence were received from Victoria Freer, Maria Hilton and Councillor Tony Bavington.

JHB02 DECLARATIONS OF INTEREST

There were no declarations of interest.

JHB03 MINUTES OF THE MEETING HELD ON 18 APRIL 2016

Report JHB/09/16

The minutes of the meeting held 18 April 2015 be confirmed and signed as a correct record subject to the following amendment being made:-

1. Minute JHB70: Resolution 3 is listed as Resolution 2.

RESOLUTION

That the Minutes of the meeting held on 18 April 2016 be confirmed as a correct record.

JHB04 ORAL UPDATE ON THE COUNCIL HOUSE BUILDING PROGRAMME

Members had agreed at the last Joint Housing Board, that an update on the council house building programme should become a standard agenda item at future meetings. Board Members had before them an update paper (circulated prior to the commencement of the meeting) on the progress of 65 new council dwellings at different stages of development. Gavin Fisk gave a verbal update

on each location and replied to questions in relation to various related matters put to him by the Board.

JHB05 VOID PERFORMANCE 2015-16

REPORT JHB/10/16

Sue Lister Corporate Manager – Supported Housing introduced report JHB/10/16, and gave an update to Members regarding void performance during 2015-16. She advised that a report detailing the Void Performance Process, from the tenants point of view, would be brought to the next meeting.

Board Members debated various points, including:

- Sheltered housing and the challenges with finding suitable candidates to let to
- The difference between each of the void categories, for example sheltered and very sheltered, and the effect these types of property and their re-let time will have on the average target
- The target to achieve an average re-let performance of 28 days for all properties
- Current work rejuvenating and expanding the Trades Team, this would have a positive effect on the performance of repairs on voids, once the work was completed

RESOLUTION

That the content of the report be noted.

JHB06 INCOME COLLECTION PERFORMANCE FOR THE YEAR 2015/16

Report JHB/11/16

Gavin Fisk, Corporate Manager – HRA Business Planning and Budget Management introduced report JHB/11/16 and informed Members of the progress made to improve collection levels during 2015/16 by the Income Collection and Financial Inclusion Team. The report detailed a marked improvement in collection, due in part, to changes within both the team and procedures. Individuals performance figures had improved and were all now above standard.

Roger Chapman advised the Board that he had been notified of an upcoming conference in Manchester that involved health and housing. The Corporate Manager – HRA Business Planning and Budget Management, made the Board aware that appropriate courses to assist staff with training and knowledge were constantly being investigated, and this suggestion would also be looked into.

The Corporate Manager – HRA Business Planning and Budget Management stated that case studies from the Finance Team would be brought to a future meeting to provide Members with a flavour of the service.

RESOLUTION

That the content of the report be noted.

JHB07 VIABILITY ASSESSMENTS

Report JHB/12/16

Note: This item refers to a property in Babergh, only Babergh Councillors and Tenant Representatives can vote.

Martin King, Assistant Director – Supported Living, presented Paper JHB/12/16 and advised the Board of the outcome of a viability assessment carried out by the Housing Asset Management Group (HAMG) for one property in Babergh, and was seeking approval to dispose of the property as a result of this assessment. The property required substantial maintenance and was also expensive to maintain.

Martin King responded to Members questions and confirmed that the proceeds from the sale of the property would be put towards new and upcoming projects, and that the idea of a community shop for the village would be floated with the Communities Team.

During the course of the discussion on the matter, it was agreed that the Viability Assessment Model would be brought to a future meeting, to provide Members with a refresh of the process.

RESOLUTION 1

That the Board accepts the recommendation of the Housing Asset Management Group to see the property identified in paragraph 11.

RESOLUTION 2

The Strategy Committee be recommended to authorise the Corporate Manager – Development (Housing and Regeneration) to dispose of this property in whichever way that will realise best value for the asset based both on internal officer opinion and external advice.

JHB08 RESOLUTION TO EXCLUDE THE PUBLIC

That under section 100(4) of the Local Government Act 1972 the public be excluded from the meeting for items 15 and 16 on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act in the paragraphs registered against the item:

<i>Item</i>	<i>Schedule 12a Reason</i>
<i>JHB09</i>	<i>3</i>

JHB09 REFURBISHMENT OF 11 UNITY PROPERTIES IN HAUGHLEY AND STOWMARKET

REPORT JHB/13/16

Note: This item refers to properties in Mid Suffolk, only Mid Suffolk Councillors and Tenant Representatives can vote.

The Minute relating to the above mentioned item is excluded from the public record. A summary of the Minute made by the Proper Officer in accordance with sub-section 2 of Section 100(c) of the Local Government Act 1972 is set out below.

Ian Sparkes – Building Surveyor introduced the report to Members and answered questions.

The Board accepted the recommendation contained in the report.

JHB10 FORWARD PLAN

Board Members had before them the Forward Plan, and requested that the item of Chairman of the Board be added to the June meeting. As the Chairman had been a Tenant Representative for the period 2015-16, the next Chairman must be a Councillor.

Board Members also asked for the following to be added:

- That the Viability Assessment Model that example be brought to either the June or July meeting;
- an update on the review of the demand for garages and their viability assessment.
- That items coming to the Housing Board, that had not yet been given a meeting, are listed at the end of the Forward Plan

RESOLUTION

The Forward Work Plan be noted subject to changes.

JHB11 ANY OTHER BUSINESS

None reported.

The business of the meeting concluded at 3:25 pm.

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