

# Minutes

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## Housing and Health Committee 9<sup>th</sup> July 2014

### Membership/Attendance

- |                                |                 |
|--------------------------------|-----------------|
| * Cllr Carter (Chair)          | Cllr Le-Surf    |
| * Cllr Mrs Davies (Vice-Chair) | * Cllr McCheyne |
| * Cllr Baker                   | * Cllr Parker   |
| Cllr Mrs Henwood               | Cllr Tee        |
| * Cllr Mrs Hones               |                 |
| * Cllr Mrs Hubbard             |                 |

\*present

### Substitute Present

Cllrs Cloke (for Cllr Mrs Henwood), Kerlake (for Cllr Tee) and Morrissey (for Cllr Le-Surf).

### Also present

Cllr Aspinell  
Cllr Baker  
Cllr Hirst  
Cllr Quirk  
Cllr Mrs Squirrell

### Officers Present

Claire Hayden – Governance and Member Support Officer  
David Lawson – Monitoring Officer  
Helen Gregory – Acting Head of Housing Services  
Keith Carter – Property Manager  
Angela Williams - Principal Officer (Housing Needs)  
Mark Stanbury - Senior Environmental Health Officer

## 63. Apologies for Absence

Apologies for absences were received from Cllrs Mrs Henwood, Tee and Le-Surf.

#### **64. Minutes of Community Service Committee meeting held on 26.2.2014**

The minutes of the Community Service Committee meeting held on 26.2.2014 were approved and signed by the Chair as a correct record.

#### **65. Co-option of Tenants Representatives**

The report sets out a proposal to co-opt representatives of Tenants Talkback into the Housing and Health Committee for housing related items, in accordance with the Council constitution and with the previously approved Tenants Participation Compact.

A motion was **MOVED** by Cllr Carter and **SECONDED** by Cllr Mrs Davies to receive the recommendations as set out in the report.

**RESOLVED UNANIMOUSLY** to agree:-

- 2.1 Tenants' Talkback be invited to send two representatives to each meeting of the Housing and Health Committee where housing items are to be discussed.
- 2.2 The representative of Tenant's Talkback be co-opted onto the committee for the duration of the consideration of there items, and have the right to speak, but not vote.
- 2.3 The Acting Head of Housing Service be requested to arrange appropriate training of the representatives.

#### **66. Food Safety and Health & Safety Enforcement Service**

Members are asked to approve the Food Safety and Health & Safety Service Plan for 2014/2015. These Service Plans indentify how the service intends carrying out the proactive and reactive elements of inspections and investigations to ensure the continuing safety of both business employees and the public. It also enclosed measurer taken to aid businesses in compliance such as the provision of training and the food hygiene rating scheme.

A motion was **MOVED** by Cllr Carter and **SECONDED** by Cllr Mrs Davies to receive the recommendation as set out in the report.

Following a full decision, Cllr Morrissey made an amendment to the recommendation.

- 2.2 *That the Authority writes to Government formally expressing its concerns over the reduction of Local Authorities on lower risk commercial properties.*

The amendment was **MOVED** by Cllr Carter and **SECONDED** by Cllr Mrs Davies.

**RESOLVED UNANIMOUSLY to:**

- 2.1 That the Food Safety and Health & Safety Enforcement Service Plans for 2014/2015 be approved by Members.
- 2.2 That the Authority writes to Government formally expressing its concerns over the reduction of Local Authorities on lower risk commercial properties.

**67. Performance Information**

The report provides Members with proposals to improve performance and seeks comment on additional repairs indicators to be reported.

A motion was MOVED by Cllr Carter and SECONDED by Cllr Mrs Davies to receive the recommendation as set out in the report.

**RESOLVED UNANIMOUSLY.**

**68. Presentation by Brentwood Community Print**

Members were asked to receive the presentation by Brentwood Community Print. A Community Interest Company with the recovering mental health patients assisting them in building their confidence and skills for returning them to the workplace and full time employment.

Members thanked Mrs Clarke for attending and commended Brentwood Community Print on the work they do within the Borough.

**69. Repairs and Maintenance Contracts – Service Improvement & Progress**

Members were asked to agree the service improvement and performance management measurers set out in the report.

A motion was MOVED by Cllr Carter and SECONDED by Cllr Mrs Davies to receive the recommendation as set out in the report.

**RESOLVED UNANIMOUSLY.**

**70. Implementation of new Allocation Policy – Progress Report**

The report summaries the current position of the implementation of the Council's Allocation Policy which will be effective from 7<sup>th</sup> July 2014.

A motion was MOVED by Cllr Carter and SECONDED by Cllr Mrs Davies to receive the recommendation as set out in the report.

**RESOLVED UNANIMOUSLY to:**

- 2.1 To receive the report and verbal update on the progress with Allocation Policy implementation.

## 71. Essex Landlord Accreditation Scheme (ELAS)

The report summaries the Essex Landlords Accreditation Scheme (ELAS) is anew scheme set up by Essex Local Authorities to promote and encourage landlords of privately rented homes to manage their properties to a high standard.

The scheme will operated by Bluewatch (part of the Fire Service) as an impartial organisations; to provide landlords with advice and confidence to discuss housing related issues regarding their properties and tenants. Bluewatch will work closely with all Local Authorities in the scheme, helping to set and achieve the best possible level of management.

A motion was MOVED by Cllr Carter and SECONDED by Cllr Mrs Davies to receive the recommendations as set out in the report.

A vote was taken by a show of hands and it was **RESOLVED**.

- 2.1 The Committee is asked to note the Contents of the briefing report; and agree in principle (subject to Brentwood Legal Team reviewing the ELAS Contract and consultation with residents) to joining the Essex Landlords Accreditation Scheme.
- 2.2 The Chair and/or Vice Chair to accept an invitation to attend the ELAS Launch event on the 25 September 2014 at Kelvedon Park, Essex.

*(Cllrs Cloke and Mrs Hones declared a pecuniary interest under the Councils Code of Conduct by virtue being landlords to property within the Borough. Cllrs Cloke and Mrs Hones both left the Chamber and did not participate in discussion or vote).*