



Leicester
City Council

MEETING OF THE HOUSING SCRUTINY COMMISSION

DATE: MONDAY, 6 SEPTEMBER 2021

TIME: 5:30 pm

**PLACE: Meeting Room G.01, Ground Floor, City Hall,
115 Charles Street, Leicester, LE1 1FZ**

Members of the Scrutiny Commission

Councillor Westley (Chair)
Councillor Chamund (Vice-Chair)

Councillors Ali, Aqbandy, Byrne, Gee, and Rahman

1 unallocated non-group place.

Members of the Scrutiny Commission are invited to attend the above meeting to consider the items of business listed overleaf.

For Monitoring Officer

Officer contact:

Jason Tyler (Democratic Support Officer):

Tel: 0116 454 6359

e-mail: Jason.Tyler@leicester.gov.uk

Leicester City Council, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Information for members of the public

Attending meetings and access to information

You have the right to attend formal meetings such as full Council, committee meetings, and Scrutiny Commissions and see copies of agendas and minutes. However, on occasion, meetings may, for reasons set out in law, need to consider some items in private.

Due to COVID restrictions, public access in person is limited to ensure social distancing. We would encourage you to view the meeting online but if you wish to attend in person, you are required to contact the Democratic Support Officer in advance of the meeting regarding arrangements for public attendance. A guide to attending public meetings can be found on the Council's Website at: [Decisions, meetings and minutes](#)

Members of the public can follow a live stream of the meeting on the Council's website at: <http://www.leicester.public-i.tv/core/portal/webcasts>

Dates of meetings, copies of public agendas and minutes are available on the Council's website at: www.cabinet.leicester.gov.uk

or by contacting us using the details below.

To hold this meeting in as Covid-safe a way as possible, all attendees are asked to follow current Government guidance and:

- maintain distancing while entering and leaving the room/building;
- remain seated and maintain distancing between seats during the meeting;
- wear face coverings throughout the meeting unless speaking or exempt;
- make use of the hand sanitiser available;
- when moving about the building to follow signs about traffic flows, lift capacities etc;
- comply with Test and Trace requirements by scanning the QR code at the entrance to the building and/or giving their name and contact details at reception prior to the meeting;
- if you are displaying Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting, please stay at home and get a PCR test.

Making meetings accessible to all

Wheelchair access

Public meeting rooms at the City Hall are accessible to wheelchair users.

Wheelchair access to City Hall is from the middle entrance door on Charles Street - press the plate on the right-hand side of the door to open the door automatically.

Braille/audio tape/translation

If you require this, please contact the Democratic Support Officer (production times will depend upon equipment/facility availability).

Induction loops

There are induction loop facilities in City Hall meeting rooms. Please speak to the Democratic Support Officer using the details below.

Filming and Recording the Meeting

The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media.

In accordance with government regulations and the Council's policy, persons and press attending any meeting of the Council open to the public (except Licensing Sub Committees and where the public have been formally excluded) are allowed to record and/or report all or part of that meeting. Details of the Council's policy are available at www.leicester.gov.uk or from Democratic Support.

If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Democratic Support Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc.

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

Further information

If you have any queries about any of the above or the business to be discussed, please contact:

Jason Tyler (Democratic Support Officer) on 0116 454 6359.
Alternatively, email Jason.Tyler@leicester.gov.uk

or call in at City Hall.

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**

HOUSING SCRUTINY COMMISSION

USEFUL ACRONYMS

Acronym	Meaning
ACM	Asbestos Containing Materials
AGSC	Annual Gas Safety Check
AHP	Affordable Homes Programme
ALMO	Arms' Length Management Organisation
APA	Alternative Payment Arrangements
ASC	Adult Social Care
AST	Assured Short Hold Tenancy
BAU	Business as Usual
B&B	Bed & Breakfast
BCP	Business Continuity Plan
BRE	Building Research Establishment
CBL	Choice Based Lettings
CIH	Chartered Institute of Housing
CIN	Children in Need
ciTAL	Citizens Advice LeicesterShire
CO	Carbon Monoxide
Co2	Carbon Dioxide
CORE	Continuous Recording of Lettings - independently compiled statistics of all Housing Association letting activity
CPO	Compulsory Purchase Order
CSC	Customer Service Centre
CT	Council Tax
CT	Community Transport
CTCE	Construction Training Centre of Excellence
DAR	Dial A Ride
DCPC	Driver Certificate of Professional Competence
DFG	Disabled Facilities Grant
DHF	Discretionary Housing Funds
DHP	Discretionary Housing Payments
DHS	Decent Homes Standard
DMA	District Management Area
DT	Digital Transformation
DTR	Duty to Refer
DVSA	Driver & Vehicle Standards Agency
DWP	Department for Work and Pensions
EBS	Estate and Building Services
EHP	Empty Homes Premium
EHS	Empty Homes Strategy
EMH	East Midlands Homes
EOL	End of Life
EPC	Energy Performance Certificate

Acronym	Meaning
ERS	Emergency Repairs Service
Euro 6	The Latest Directive Set by The EU to Help Reduce the Level of Harmful Pollutants Produced By New Vehicles.
EV	Electric Vehicle
EVCS	Electric Vehicle Charging Station
FHS	Future Homes Standard
FRA	Fire Risk Assessment
FS	Floating Support
FTA	Freight Transport Association
G&HS	Gas and Heating Services
GFT	Gas Fill and Test
GSIUR	Gas Safety Installation and Use Regulations
GVM	Gross Vehicle Mass
GVW	Gross Vehicle Weight (Same As GVM)
H&WB	Health and Wellbeing
HA	Housing Application
HAF	Housing Application Form
HB	Housing Benefit
HCA	Homes and Communities Agency
HEDNA	Housing Economic and Development Needs Assessment
HHSRS	Home Health and Safety Rating System
HMO	House in Multiple Occupation
Hol	Housing Online
HPO	Homelessness Prevention Officer
HR	Human Resources
HRA	Housing Revenue Account
HSE	Health and Safety Environment
IMD	Index of Multiple Deprivation
IMT	Income Management Team
KPI	Key Performance Indicator
LA	Local Authority
LAC	Looked After Children
LAHS	Local Authority Housing Statistics
LHA	Local Housing Allowance
LSOA	Lower Super Output Area
MAM	Maximum Authorised Mass (Same As GVM)
MCHLG	Ministry of Housing and Local Government
MHCLG	Ministry of Housing, Communities, And Local Government
MS	Method Statement
MSO	Multi Skilled Operative
MSOA	Middle Layer Super Output Area
NOSP	Notices of Seeking Possession
NOX	Nitrogen Oxides
NPPF	National Planning Policy Framework
ONS	Office of National Statistics
OOH	Out of Hours

Acronym	Meaning
OR	Outreach
OT	Occupational Therapist
PATS	Passenger and Transport Services
PI	Performance Indicator
PIE	Psychologically Informed Environments
PLT	Property Lettings Team
PRS	Private Rented Sector
PSL	Private Sector Leasing scheme whereby private sector properties are leased by the council for use as temporary accommodation for homeless households.
QC	Quality Check
R&M	Repairs and Maintenance
RA	Residents Association
RA	Risk Assessment
RD	Revolving Door
RMA	Rent Management Advisor
RSI	Rough Sleeping Initiative
RSL / HA / RP	Registered Social Landlord / Housing Association / Registered Provider
RTB	Right to Buy
RTL	Repairs Team Leader
RTL	Ready to Let
SEN	Special Educational Needs
SEND	Special Educational Needs and Disabilities
SH	Sheltered Housing
SLS	Selective Licencing Scheme
STAR	Supporting Tenants and Residents Team
T&L	Tenants and Leaseholders
TA	Tenants Association
TA	Temporary Accommodation
TARA	Tenants and Residents Association
TARS	Tenants Advice and Repairs Service line
TBC	To be confirmed
TC	Traffic Commissioner
UC	Universal Credit
ULEV	Ultra-Low Emission Vehicle
VED	Vehicle Excise Duty
VPLS	Voids and Property Lettings Service
VT	Voids Technician
WIP	Work in Progress
YTD	Year to Date

PUBLIC SESSION

AGENDA

FIRE/EMERGENCY EVACUATION

If the emergency alarm sounds, you must evacuate the building immediately by the nearest available fire exit and proceed to area outside the Ramada Encore Hotel on Charles Street as Directed by Democratic Services staff. Further instructions will then be given.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

**Appendix A
Pages 1-8**

The Minutes of the meeting of the Commission held on 15 June 2021 are attached and Members are asked to confirm them as a correct record.

4. CHAIR'S ANNOUNCEMENTS

5. PETITIONS

The Monitoring Officer to report on the receipt of any petitions in accordance with Council procedures.

6. QUESTIONS, REPRESENTATIONS OR STATEMENTS OF CASE

The Monitoring Officer to report on the receipt of any questions, representations or statements of case in accordance with Council procedures.

7. COVID 19 UPDATE

The Director of Housing will give a verbal report to provide the latest information of the impact of Covid-19 on Housing Services.

8. 'WHO GETS SOCIAL HOUSING' AND OVERCROWDING REDUCTION STRATEGY **Appendix B**
Pages 9-20

The Director of Housing submits a report, which provides an update concerning the 'headline' Housing Register and Lettings data.

9. ANNUAL RENT PERFORMANCE **Appendix C**
Pages 21-36

The Director of Housing submits a report, which provides information on the rent arrears progress over the financial year, from April 2020 to March 2021.

10. RENT ARREARS POLICY **Appendix D**
Pages 37-88

The Director of Housing submits a report, which presents the newly revised rent arrears policy that is used to collect rent and service charges from Council tenants.

The report also provides an opportunity to review the documents and provide comments for consideration as part of the development of the policy.

11. COUNCIL HOUSE BUILDING AND ACQUISITIONS PROGRAMME **Appendix E**
Pages 89-116

The Director of Housing will give a presentation to provide an update on the Council House Building and Acquisition Programme.

The presentation slides are attached.

12. WORK PROGRAMME **Appendix F**
Pages 117-119

Members of the Commission will be asked to consider the work programme and make suggestions for additional items as it considers necessary.

13. ANY OTHER URGENT BUSINESS