

Tenants' and Leaseholders' Forum Action and Decision Log

29th January 2015

Forum members present: Wendy Biddles, Jean Williams, Gwen Clifford, Joe Carroll, Peter Hookway, May Jones, Janet Statham, Redvers Forryan, Pauline Lowey, Paresh Shah, Ebrahim Jassat

Also attended: Helen McGarry, Dipesh Joshi, Tim Draper,

Apologies: Moussa Rugerinyange

Actions outstanding from previous meetings

No.	Action	Progress
1	Simon Nicholls to advise Jean when the lighting and painting programme is to be completed in St Matthews	Simon Nicholls to be invited to the next Forum meeting

Actions and decisions from meeting on the 29th January 2015

No.	Agenda item	Actions and decisions
2.	Action Log Update	<ul style="list-style-type: none"> • New tenants need to be advised how to access the new gates in Neston Gardens. • A list of Income Management Team surgeries at each Neighbourhood Housing Office to be given out at the next meeting. • Invite Suki and Gurjit along to the next Forum meeting to provide an update on the Tenancy Management Review.
3.	Consultation on the General Fund Revenue Budget	<ul style="list-style-type: none"> • The Forum agreed a statement to be sent in response to the consultation.
4.	Kitchens and bathrooms	<ul style="list-style-type: none"> • The Forum discussed the briefing that outlined the criteria for selecting properties for the kitchen and bathroom programme. The Forum requested that Simon Nicholls attends the next meeting to talk through this in more detail.
5.	Communal cleaning recommendations	<ul style="list-style-type: none"> • The Forum agreed recommendations for improving the communal cleaning service, to be forwarded to Jerry Connolly. • The Forum requested that one further meeting is held with the Scrutiny task force group to conclude this piece of work.
6.	Review of the Forums terms of reference and code of conduct	<ul style="list-style-type: none"> • Forum members were requested to review these documents and suggest amendments, if necessary. Feedback will be taken at the next meeting and amendments agreed.
7.	Future meeting dates	<p>26th March 2015 4th June 2015 30th July 2015 24th September 2015 All meetings will be held at the Town Hall between 1.00 pm and 4.00 pm</p>

8.	Any other business	<ul style="list-style-type: none"> • A request was made for Tony Waterfield and Chris Burgin to meet with Forum members to discuss issues raised with tenant repair responsibilities. • Red Forryan advised the meeting of an initiatives taking place for councils to run their own gas and electric supplies. • Joe Carroll advised the meeting of an organisation called Zyntha who help people have difficulties paying gas and electricity bills • The Forum identified the need to review the Conditions of Tenancy. Helen advised Forum members that this was an action identified within the Tenancy Management Review for later in the year. The Forum requested that they are involved in this review. • The Forum was advised of the next Housing Scrutiny meeting on the 3rd February 2015 and people asked if they wanted to attend. • A briefing was distributed to keep Forum members updated on national housing news. • Forum members were provided with the Capital Programme report and record of decision notice for information • The Forum was advised of the new policy which allows the filming of meetings when requested.
Next Tenants and Leaseholders Forum meeting date		Date: 26th March 2015 Time: 1.00pm – 4.00pm Venue – Room 1.24, Town Hall