

Tenants' and Leaseholders' Forum Action and Decision Log

30th March 2017

Forum members present: Wendy Biddles (Chair), Joe Carroll (Vice Chair), Peter Hookway, Gwen Clifford, Ebrahim Jasat, Redvers Forryan and May Jones.

Also attended: Simon Nichols, Enid Grant, Clare Ashton, Marie Murray, Janet Callan, Justin Haywood, Dipesh Joshi, and Tim Draper.

Apologies: Pauline Lowey, Jean Williams, Janet Statham, Moussa Rugerinyange, Jamal Abdulla and Paresh Shah.

Actions outstanding from previous meetings

No.	Action item	Progress
1.	Action Log feedback	<ul style="list-style-type: none">It was requested at the last Forum meeting, that we would like to invite the new Repair Managers to our next meeting, to give us a talk about their new roles and responsibilities following the implementation of the Housing Transformation Programme. <p>The Repairs Managers have agreed to attend our meeting, scheduled on Thursday 25th May.</p>

Actions and decisions from meeting on the 30th March 2017

No.	Action item	Progress
2.	Area profile; West District	<ul style="list-style-type: none"> Marie Murray (District Manager) gave an overview of her area profile, which includes; New Parks, Beaumont Leys, Mowmacre Hill, and the Gipsy & Traveller site.
3.	Becoming a Leaseholder	<ul style="list-style-type: none"> Simon Nichols (Head of Service), Enid Grant (Head of Business Services Centre) and Clare Ashton (Exchequer Manager), delivered a presentation on what it means to be a leaseholder and how you can become one. It was explained how Section 20 of the Landlord and Tenants Act 1985, requires the Landlord to consult with Leaseholders, where contribution towards the maintenance outside the property and communal areas will amount to more than £250 in any one year.
4.	Housing and Economic Development Needs Assessment (HEDNA)	<ul style="list-style-type: none"> Simon Nichols and Janet Callan (Housing Development Manager) presented on the HEDNA. Janet explained how the HEDNA provides an analysis of housing and economic development needs over the periods 2011-2031 and 2011-2036 for Leicester and Leicestershire.
5.	Housing Register and Under Occupation	<ul style="list-style-type: none"> Justin Haywood (Housing Options Officer) spoke about the current overcrowding and under occupation the Council is facing and how it can overcome some of these issues.

6.	Revised 'Terms of Reference' and 'Code of Conduct'	<ul style="list-style-type: none"> Following a review of the Terms of Reference and Code of Conduct document at our last meeting. New revised documents were distributed to members of the Forum. Members were asked to sign and have them returned back by the next Forum meeting.
7.	Attendance issues	<ul style="list-style-type: none"> The Chair and Vice-Chair expressed their concern in relation to recent absences within the Forum. In that, members are not sending in their apologies on time, resulting on having officers chase members, preparing and producing unnecessary material prior to our scheduled meetings. Members were informed that it would be expected of us, out of courtesy, to report our own absences.
8.	Taxi update	<ul style="list-style-type: none"> Josh explained to the forum how taxis are ordered via the council's Passenger and Transport Service and the process of procurement within the Council, when we order a taxi for our members.
9.	Local issues	<ul style="list-style-type: none"> Peter raised issues regarding the parking at Gresley Close, Beaumont Leys. Gwen raised that the issues of road widening and car parking at Ethel Road had still not been resolved and wanted an update. May advised that the way-lights are still out in parts of the Neston Gardens communal areas. They have been informed that parts have been ordered, but such repairs should be raised as an emergency category. <p>Tim Draper to action all 3 issues raised.</p>

10.	Any other business	<ul style="list-style-type: none">• No other business recorded.
Next meeting date:		Date: 25th May 2017 Venue: Ante room (1.02) Town Hall