
Minutes of the meeting of the **Housing Management Sub-Committee** held on **13 June 2001** when there were present:

Cllr Mrs J Hall (Chairman)

Cllr T G Cutmore
Cllr C C Langlands
Cllr J R F Mason
Cllr C R Morgan

Cllr R A Pearson
Cllr Mrs W M Stevenson
Cllr Mrs M A Weir

APOLOGIES FOR ABSENCE

Cllrs P A Capon, Mrs S J Lemon, T Livings, Mrs L I V Phillips

SUBSTITUTES

Cllrs Mrs J Helson, Cllr G A Mockford

OFFICERS PRESENT

S Clarkson Head of Revenue and Housing Management
Mrs M Martin Committee Administrator

130 MINUTES

The Minutes of the Meeting held on 3 May 2001 were agreed as a true record and signed by the Chairman, subject to it being noted that Cllr T G Cutmore had tendered his apologies prior to the meeting and that the meeting had ended at 10.35 am.

131 RACIAL EQUALITY MONITORING REPORT

The Sub-Committee received and noted the report of the Head of Revenue and Housing Management which informed Members of the numbers of people from the Housing Register within Ethnic Groups who had been housed. This is in compliance with the Commission for Racial Equality Code of Practice in Rented Housing.

Members noted that whilst it is not compulsory to declare one's origins, there are currently seven families on the Housing Register, comprising three Bangladeshi families, two Black African families and two Chinese families.

132 REAR OF 5-9 PRENTICE CLOSE, ROCHFORD

The Sub-Committee considered the report of the Head of Revenue and Housing Management which related to a referral from the Corporate Resources Sub-Committee for the marking out of parking spaces to the rear of 5-9 Prentice Close, Rochford. Members noted that these properties are all privately owned.

The Head of Revenue and Housing Management confirmed that the marking out of individual parking bays leads to perceived "unauthorised parking". Offenders are often transient and prove difficult to trace.

Members further noted that if there were any problems in the future with such things as dumping of rubbish, the area could be gated and residents provided with keys. The cost of this would be met from the existing estate management budget.

Recommended

That the parking bays to the rear of Prentice Close are not delineated and allocated. (HRHM)

133 HOUSING ALLOCATIONS - SUSPENSION POLICY

The Sub-Committee considered the report of the Head of Revenue and Housing Management which sought Member approval for the implementation of a 'Suspension from the Housing Register Policy' which would be incorporated into the Housing Services current Housing Allocations Policy and Procedures. Members noted that a formal policy did not currently exist.

The Head of Revenue and Housing Management informed Members that together with subsequent policies covering other issues, this would be formed into a Policy Book which would serve as a reference manual for Officers and Members. The report outlined the existing practice and the proposed policy and procedure.

Members agreed the following amendments to the Policy Document which had been appended to the report:-

- 3(a) RENT ARREARS
.... attributable to unclaimed benefit and there is no regular repayment agreement.
- 3(d) REFUSAL OF SUITABLE ACCOMMODATION
the applicant has refused two offers of accommodation which are: suitable for their needs, in the area indicated and with their preferred landlord.

The Head of Revenue and Housing Management also updated Members on a current issue regarding bed-sit and one bedroom accommodation in sheltered housing schemes which often proved difficult to let. The criteria for these had already been relaxed for those elderly persons wishing to move closer to relatives and the Head of Service requested that Members consider relaxing these criteria still further for sheltered accommodation. It was agreed that a report be submitted to the next meeting of the Community Services Committee.

Recommended

- (1) That, subject to the amendments above, the Suspension Policy, as appended to the report, be agreed.
- (2) That the Suspension Policy be reviewed after 12 months' operation.
- (3) That the Head of Revenue and Housing Management provide Members with figures relating to bed and breakfast accommodation and vacant properties.
- (4) That a report be submitted to the Community Services Committee to be held on 3 July 2001 relating to vacant bed-sit accommodation in sheltered housing schemes. (HRHM)

EXCLUSION OF THE PRESS AND PUBLIC

Resolved

That, under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the remaining business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Schedule 12A of the Act.

134 LETTING OF 38 WOODLANDS ROAD, HOCKLEY

The Sub-Committee received the exempt report of the Head of Revenue and Housing Management and noted the actions of the Head of Service relating to the letting of this property.

The meeting closed at 8.25 pm.

Chairman

Date