

Company Number 05564649
A Company Limited by Guarantee
Registered in England

St Leger Homes of Doncaster Limited

**EAST AREA BOARD MEETING
MONDAY 9 JULY 2007**

Present

Rodger Haldenby (Chair), Lin Myers, Verdun Lowe, Cllr Bill Mordue, Cllr Moira Hood, Steve Kimber, Phillip Jackson, Dr Robert Allen.

In Attendance

Paul Hopkinson (Director of Property Services), Linda Milan (Company Secretary), Janet Clarke (Asst Director for Customer Services), Cheryl Newbury (Performance Monitoring Officer), Shauna Brady (PA), Aileen Tutgun (PA), Maxine Newton (Board Support Officer).

	ACTION
1. Apologies and Quorum	
1.1 Apologies were received from Jim Parkin and Brian Naughton.	
1.2 It was noted that a quorum was present. The meeting was chaired by Roger Haldenby.	
2. Declarations of interest by Area Board members	
2.1 There were no declarations of interest.	
3. Minutes of previous meeting held on 11 June 2007	
3.1 The minutes of the East Area Board meeting held on 11 June 2007 were agreed as a correct record.	
4. Matters arising from previous minutes held on 11 June 2007	
4.1 Minute 7.2 – Rent Cards – A Member sought clarification that rent cards had previously been sent out without a tenants personal information. It was confirmed that this had taken place this year, however next years rent cards would include tenants personal details.	
5. Performance Monitoring Information	
5.1 The report presented the East Area Board performance monitoring information for April and May. The Director of Property Services reminded members of the process in place to send in questions in	

advance of the meeting in order for the Performance Monitoring Officer to be able to answer questions in full.

- 5.2 A Member asked whether the floods are predicted to have a detrimental impact on the rent arrears. They were advised that SLHD was waiting confirmation from DMBC regarding the rent commitment of tenants who are not able to occupy their homes as a result of the floods and if there was an expectation for these customers to pay rent for the provision of temporary accommodation.

They were advised that all of the performance indicators will be affected as a result of the floods.

- 5.3 Members enquired how additional spend would be met and they were informed that this would have to be agreed with DMBC. It was confirmed that the Council has insurance that covered 13 weeks of rent loss.

- 5.4 The Area Board discussed the additional distress caused to customers who do not have contents insurance and considered the feasibility of distributing a leaflet to promote the SLHD scheme where premiums are collected with rent payments. Members felt that this may appear insensitive and it was therefore agreed that it would be more appropriate to request that a further promotion of the contents insurance scheme is included within a future edition of Houseproud.

LM

Consideration was given to Insurance being one of the monthly themes for the Tenant and Resident Association meetings.

- 5.5 The Director of Property Services drew Members attention to page 5 of the Performance Graphs. He explained the reasons for the predicted temporary decline in performance on the average time taken to re-let empty properties from July to September 07 reflected the experience of other organisations at the time of the introduction of Choice Based Lettings.

- 5.6 The Performance Monitoring Officer received permission from the Chair and left the meeting.

6. Monitor Allocations to DMBC properties

- 6.1 The Assistant Director of Housing Management presented this report the purpose was to provide the East Area Board with an update on allocations made by St Leger Homes between 1 April 2007 and 31 May 2007.

- 6.2 This was the first written report brought to the Area Board and

invited comment for any changes or requests for additional information.

6.3 She went onto explain to the East Area Board that the West Area Board had requested an additional column at Appendix A for 'Number of Properties Available to Allocate' for each area. Members agreed that this would be beneficial and would review the information contained within the report on an ad hoc basis.

JC

6.4 **The Area Board noted the contents of the report.**

7. Monitor Nominations made to RSL's

7.1 The Assistant Director of Housing Management presented this report that updated the East Area Board on nominations made to RSL's in the East during April and May 2007.

7.2 Nominations were made for 6 properties in the East, of those requests 3 were accepted, the outcome of the remaining 3 is currently unknown.

7.3 She suggested that the report be brought to the Area Board for discussion quarterly as this fell in line with the monitoring arrangements of the Housing Associations.

The Councils nominations rights from each individual Housing Association were detailed in the report. Monitoring allows the company to assess whether full nomination rights are being obtained. Where nominations rights have been rejected a database is to be developed to analyse the reasons and take appropriate actions to redress any difficulties. The details of all actions will be included within the quarterly report.

7.4 One member asked how the company knew details of the audit trail of the information provided. The Area Board were informed that there was an element of trust, however she would investigate and come back to the Area Board with further details.

JC

7.5 **The Area Board noted the contents of the report and agreed to receive quarterly updates.**

8. Receive Reports on Evictions

8.1 The Assistant Director of Housing Management referred to the report that gave an analysis of evictions carried out between 1 April 2007 and 31 May 2007.

8.2 There had been 9 evictions for rent arrears and 1 for other reasons, she explained that a SLHD officer had been tasked with looking at reasons for high level rent arrears and identify blockages

and ways of resolving any issues.

8.3 **The Area Board noted the contents of the report.**

9. Kingsway Update

9.1 The Director of Property Services gave a verbal report to the Area Board informing them that there was only 1 outstanding property at Kingsway that was privately owned and SLHD was currently going through the court process to gain possession.

9.2 It was agreed that this item could now be taken off the agenda.

SB

10. Estate Improvement Fund

10.1 The Chair advised that 74 application forms had been received so far for this years estate improvement fund, he asked for volunteers to join the committee. The closing date was 20 July after that time all of the forms needed to be considered and prioritised.

Robert Allen and Steve Kimber volunteered to joint the committee and it was agreed to hold a meeting on Monday 6 August, 5pm at St Leger Court in the Boardroom. Confirmation would be sent out to all committee members: R Haldenby, B Naughton, R Allen and S Kimber.

SB

11. Any Other Business/Items for Next Meeting

11.1 One member queried who was responsible for the letting of shops. They were informed that this was DMBC's responsibility and to contact the Asset Management Team.

12. Date and Time of Next Meeting

Monday 10 September 2007

The meeting ended at 6.50 pm