

## LINCOLN TENANTS' PANEL

**Wednesday, 24 October  
2018**

**10.15 am**

**Committee Room 1**

Lincoln Tenants Panel  
member(s):

Debbie Rousseau (Chair), Mick Barber (Vice Chair), Caroline Coyle-Fox, John Ranshaw, Christine Lamming, Kathy Hill, Sheila Watkinson, Stephanie Lonsdale-Ellis, Steven Bearder, Susie Parry, Brian Marshall and Mandy Harley.

Also in attendance: Rachel Jackson and Paula Burton.

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### A G E N D A

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<b>SECTION A</b>	<b>Page(s)</b>
1. Welcome and Apologies	
2. Confirmation of Minutes - 3 October 2018	<b>3 - 8</b>
3. Declarations of Interest	
Please note that, in accordance with the LTP Code of Conduct, when declaring interests LTP members must disclose the existence and nature of the interest and whether it is a disclosable or personal interests.	
4. Allocations Policy Update (Paula Burton)	
5. Review Groups	
(a) Allocations and Tenancy (Caroline Coyle-Fox)	
(b) Neighbourhood, Community Involvement and Home (John Ranshaw)	
6. ARCH Meeting Feedback (John Ranshaw)	
7. Green Paper Response and Housing Ministry Visit (Rachel Jackson)	
8. Anti-Social Behaviour Monitoring (Debbie Rousseau)	
9. LTP Publicity and Membership (Rachel Jackson)	
10. Garden Scrutiny Update (Mandy Harley)	

11. LTP Training (All)
12. Housing Officer Patch Updates (Rachel Jackson)
13. Rent Arrears Update (Rachel Jackson)
14. Birchwood Board Update (Steph Lonsdale-Ellis)
15. Next Gen Update (Steph Lonsdale-Ellis)
16. Items for the Next Meeting
  - (a) Review of the Work Programme (All)
17. Non Agenda Items

- Members:** Debbie Rousseau (Chair) Mick Barber (vice-chair), Christine Lamming, Steven Bearder, Caroline Coyle-Fox, John Ranshaw, Mandy Harley, Susie Parry and Sheila Watkinson.
- Officers:** Chris Morton, Rachel Jackson and Andrew McNeil.
- Apologies for Absence:** Brian Marshall, Stephanie Lonsdale-Ellis and Kathy Hill

**57. Welcome and Apologies**

The chair opened the meeting and welcomed everyone. Apologies were received from.

**58. Confirmation of Resignation -Heber Martin-Moorland**

RESOLVED - Heber Martin for Moorland resignation was confirmed

**59. Confirmation of New LTP Member for West End-Susie Parry**

RESOLVED Susie Perry for West End was confirmed and welcomed onto the panel.

**60. Confirmation of Minutes - 15 August 2018**

RESOLVED that the minutes of the meeting held on 15 August 2018 be confirmed.

**61. Declarations of Interest**

RESOLVED no issues raised under this item.

**62. HSSC Elections (Chris Morton)**

Two nominations were received for the vacant HSSC committee position, these were Christine Lamming and Steven Bearder. LTP members held a secret ballot to elect the HSSC member.

The results were a majority vote in favour of Christine Lamming and the panel accepted the result as accurate and Christine Lamming was confirmed as the new HSSC member.

RESOLVED Christine Lamming be elected as a HSSC member.

**63. Reports for Executive - Meeting 24 September 2018**

RESOLVED There were no executive reports presented.

**64. Allocations Policy Update**

RESOLVED this item was deferred until the next meeting because the panel decided it needed extra time to discuss the Green Paper.

**65. Green Paper Briefing**

Andrew McNeil, Assistant Director for Investment and Housing Strategy:

- a) Explained the Government had launched a new Housing Green Paper and wanted to give LTP members a briefing on this
- b) Advised the Green Paper contained a set of proposals the government wished to consult stakeholders on and these proposals could become law depending on the outcome
- c) Stated the paper had several sections and these included:
  - i. Tackling stigma and celebrating thriving communities
  - ii. Expanding supply and supporting home ownership
  - iii. Effective resolution of complaints
  - iv. Empowering residents and strengthening the regulator
  - v. Ensuring homes are safe and decent.
- d) Asked that LTP members read through the document and provide a response. This response would then be submitted to the government.

RESOLVED LTP members to provide a response to the Green Paper.

**66. Meeting Times (Chair)**

LTP meetings are scheduled to officially finish at 13:00 and all LTP members are expected to stay until this time unless they have a satisfactory reason not to. If meetings go on after this time not all LTP members are not expected to stay and are free to leave. This arrangement was put in place following differing views about finishing times a couple of years ago.

Debbie Rousseau explained that due to meetings taking longer there is a need to extend the official meeting finishing time to 13:30 and this would mean LTP members are expected to stay until 13:30 unless they have a satisfactory reason not to. She therefore put forward a proposal to change the meetings times as above.

LTP members discussed the proposal and conducted a vote. The panel voted unanimously in favour of the proposal.

RESOLVED LTP meetings to officially finish at 13:30.

**67. Garage Numbers**

The panel brought to the attention to officers that there was no numbers on garages which made it confusing for residents and allocations.

RESOLVED – The update was noted and an officer will invite another officer to explain the garage system.

**68. Expenses Policy (Mick Barber)**

Mick Barber discussed the expenses policy with LTP members.

RESOLVED – The update was noted.

**69. Leasehold Matters (Chris Morton)**

RESOLVED no further update.

**70. Scrutiny**

**71. Neighbourhood, Community Involvement and Home (John Ranshaw)**

John Ranshaw, Chair of Neighbourhood, Community Involvement and Home gave an update on their work. He stated that they wanted to gain responses from management regarding the windows in question time.

RESOLVED the update was noted.

**(a) Allocations and Tenancy (Caroline Coyle-Fox)**

Caroline Coyle-Fox, Chair of Allocations and Tenancy group gave an update on their work and working with gardening scrutiny. At the next meeting they would be looking at devising a checklist prior to tenants leaving their property.

RESOLVED the update was noted.

**72. Anti-Social Behaviour Monitoring (Debbie Rousseau)**

The chair stated that there was a meeting occurring on the 16<sup>th</sup> October at 10am at City Hall. Mick Barber, Christine Lamming, Steven Bearder, Caroline Coyle-Fox, Mandy Harley and Sheila Watkinson agreed to attend on behalf of LTP.

RESOLVED the update was noted.

**73. Gardening Scrutiny Update (Mandy Harley)**

Mandy Harley gave an update on the garden scrutiny meetings. She explained that the group is looking at a walkabout in different areas.

RESOLVED the update be noted.

**74. LTP Publicity and Membership (Chris Morton)**

Chris Morton updated LTP members on the various events and ways that both the resident involvement team and LTP members have encouraged membership and the plan in the upcoming future.

RESOLVED The update was noted.

**75. LTP Training (Chris Morton)**

**76. a)Feedback from Scrutiny Training**

Mick Barber explained to LTP that although only a few LTP members attended the training it was still useful and the training adapted the session. At the training they learnt about what motivates people and set up some objectives for LTP.

RESOLVED the update was noted.

**77. Universal Credit Update (Chris Morton)**

Chris Morton showed LTP members a screenshot of the updated form sent by Robert Kay, this showed that claimants are clearly asked if they need the housing element of UC, all agreed that this was clearer and they would like to see additional communications through Facebook and Home! Magazine.

RESOLVED the update was noted.

**78. Housing Officer Patch Update (Chris Morton)**

Chris Morton updated LTP that:

- Emily Craycraft has now left Resident Involvement and moved to be a housing officer.
- Kerry Curtis has now left her position as a housing officer to take up a role in the homelessness team.

RESOLVED the update be noted.

**79. Birchwood Board update (Stephanie Lonsdale-Ellis)**

RESOLVED no further update provided.

**80. Next Gen update (Stephanie Lonsdale-Ellis)**

RESOLVED no further update provided.

**81. EMTPF 1 November 2018**

Chris Morton advised LTP members that the next EMTPF conference would take place on 1<sup>st</sup> of November and LTP members should contact him to book places.

RESOLVED LTP members to contact Chris Morton to book places.

**82. Feedback from ARCH conference**

John Ranshaw asked for feedback from LTP members on the conference. LTP members stated that it was a good conference and interesting to see different items. However, they felt some improvements were needed in terms of organisation. It was agreed that John Ranshaw would feed these comments back at the next ARCH meeting.

RESOLVED John Ranshaw to feedback LTP's comments at the next meeting

**83. Newcastle Conference Green Paper**

It was discussed that only three places were available for the conference on 8<sup>th</sup> October and that it was decided Debbie Rousseau, Mick Barber and John Ranshaw should go as Chair, Vice-Chair and ARCH member respectively. The panel requested that enquires be made to see if further places were available and if so these should be offered to Mandy Harley and Christine Lamming.

RESOLVED –Chris Morton to find contact and find out if further places available

**84. Review of the Work Programme (All)**

**(a) Items for the Next Meeting**

RESOLVED the items for the next meeting were agreed.

**(b) Questions Needed for Quarterly Question Time (Chair)**

Chris Morton explained that there will be the portfolio holder and a director will attend LTP at the next meeting for quarterly question time and asked for questions to be put forward by 9 October 2018 to the resident involvement team.

RESOLVED LTP members to submit questions to Chris Morton.

**85. Non Agenda Items**

RESOLVED no items raised.

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