



**Brighton & Hove
City Council**

Housing & New Homes Committee

Title:	Housing & New Homes Committee
Date:	13 June 2018
Time:	4.00pm
Venue	Hove Town Hall, Council Chamber - Hove Town Hall
Councillors:	Meadows (Chair), Hill (Deputy Chair), Mears (Opposition Spokesperson), Gibson (Group Spokesperson), Atkinson, Barnett, Bell, Druitt, Lewry and Moonan
Contact:	Caroline De Marco Democratic Services Officer 01273 291063 caroline.demarco@brighton-hove.gov.uk
	The Town Hall has facilities for wheelchair users, including a ramp and toilets
	Infra-red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	FIRE / EMERGENCY EVACUATION PROCEDURE If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions: <ul style="list-style-type: none">• You should proceed calmly; do not run and do not use the lifts;• Do not stop to collect personal belongings;• Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and• Do not re-enter the building until told that it is safe to do so.

AGENDA

PART ONE

Page

1 PROCEDURAL BUSINESS

(a) Declaration of Substitutes: Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) Declarations of Interest:

- (a) Disclosable pecuniary interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

(c) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

***NOTE:** Any item appearing in Part Two of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.*

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

2 MINUTES OF THE PREVIOUS MEETING

7 - 36

To consider the minutes of the meeting held on 14 March 2018 (copy attached).

3 CHAIRS COMMUNICATIONS

4 CALL OVER

HOUSING & NEW HOMES COMMITTEE

- (a) Items 7 to 15 will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

5 PUBLIC INVOLVEMENT

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 7 June 2018;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 7 June 2018.

6 ISSUES RAISED BY MEMBERS

37 - 42

To consider the following matters raised by councillors:

- (a) **Petitions:** to receive any petitions submitted to the full Council or at the meeting itself;
- (b) **Written Questions:** to consider any written questions (copy attached);
- (c) **Letters:** to consider any letters (copy attached);
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee (copy attached).

7 LEASEHOLDER ENGAGEMENT

43 - 62

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: *Martin Reid*

Tel: 01273 293321

Ward Affected: *All Wards*

8 PROCUREMENT OF HOUSING SERVICES FIRE ALARM SYSTEM SERVICING, MAINTENANCE, DESIGN AND INSTALLATION

63 - 66

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: *Miles Davidson*

Tel: 01273 293150

Ward Affected: *All Wards*

9 PROCUREMENT OF A NEW CONTRACT FOR PARKING ENFORCEMENT ON HOUSING LAND

67 - 72

HOUSING & NEW HOMES COMMITTEE

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Hilary Edgar
Ward Affected: All Wards

Tel: 01273 293250

10 UPDATE HOUSING MANAGEMENT IT SYSTEM PROCUREMENT 73 - 76

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Diane Hughes
Ward Affected: All Wards

Tel: 01273 293159

11 INDEPENDENT REVIEW OF EXISTING PARTNERING CONTRACT FOR HOUSING REPAIRS, MAINTENANCE, PLANNED AND MAJOR WORKS 77 - 118

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Martin Reid
Ward Affected: All Wards

Tel: 01273 293321

12 UPDATE ON OPTIONS PROGRAMME FOR FUTURE DELIVERY OF HOUSING REPAIRS AND MAINTENANCE 119 - 202

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Martin Reid
Ward Affected: All Wards

Tel: 01273 293321

13 EVICTIONS FROM TEMPORARY ACCOMMODATION UPDATE 203 - 210

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Jerry Aldous
Ward Affected: All Wards

Tel: 01273 296949

14 ANNUAL REPORT 2018 211 - 222

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Tom Matthews
Ward Affected: All Wards

Tel: 01273 293234

15 HOUSING MANAGEMENT PERFORMANCE REPORT QUARTER 4 AND END OF YEAR 2017/18 223 - 256

Report of Executive Director for Neighbourhoods, Communities & Housing (copy attached).

Contact Officer: Tom Matthews

Tel: 01273 293234

HOUSING & NEW HOMES COMMITTEE

Ward Affected: All Wards

16 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 19 July 2018 Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, any Group may specify one further item to be included by notifying the Chief Executive no later than 10am on the eighth working day before the Council meeting at which the report is to be made, or if the Committee meeting take place after this deadline, immediately at the conclusion of the Committee meeting

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fourth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Electronic agendas can also be accessed through our meetings app available through www.moderngov.co.uk

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Caroline De Marco, (01273 291063, email caroline.demarco@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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Date of Publication - Tuesday, 5 June 2018

HOUSING & NEW HOMES COMMITTEE