



BLACKPOOL COASTAL HOUSING LIMITED

**MINUTES OF THE SERVICE DELIVERY COMMITTEE
HELD ON TUESDAY 13th SEPTEMBER 2011 AT 6.00PM
IN THE BOARDROOM AT COASTAL HOUSE**

Present:

Judith Mills
Janet Stirling
Alison Stringer
Cllr Christine Wright
Cllr Lily Henderson

In Attendance

Maggie Cornall (Director of Housing Services)
Cyril Holland (Director of Property Services)
Ian Grimshaw (Stock Investment Manager)
Sam Fowler (Personal Assistant – minutes)

COMMITTEE RECOMMENDATIONS REQUIRING BOARD APPROVAL
Not Applicable

ITEM	
1.	Apologies Alan Marsh
2.	Declarations of Interest There were no declarations of interest.
3.	Minutes of Previous Meeting and Matters Arising The Minutes were agreed as a true record. <u>Performance Target Setting</u> BUS01 – Cyril Holland confirmed that the target had been changed to 0 from 20 following the decision taken at the Board meeting on 27 th July 2011.
4.	Fire Safety Guidance for Purpose Built Blocks of Flats Cyril Holland presented the report which asked to Committee to note the new guidance created following concerns from landlords and risk assessors that existing regulations did not properly cover tower blocks. The Regulatory Reform (Fire Safety) Order 2005 (the FSO) had come into force in October 2006. It brought the common parts of blocks of flats within the scope of mainstream fire safety legislation for the first time. Calls for revised guidance followed the Lakenal House fire in 2009 which focused national attention on fire safety in high rise blocks following the deaths of six people. Cyril Holland confirmed that regular meetings had been arranged with the Fire & Rescue Services to highlight any issues that may occur. Cyril also stated that BCH have been proactive over the last few years which has prepared for this new guidance.



	<p><u>Agreed:</u> That the report be noted.</p>
5.	<p>Internal Audit – Review of Access to Services Maggie Cornall presented the report which asked the Committee to consider the Internal Audit Report review of the Area Housing Offices.</p> <p>Internal Audit were asked to review statistical data on the use of offices, and to interview staff to identify the level of efficiency and effectiveness of the Area Housing Office service.</p> <p>Maggie also stated that the report had been considered by the Finance, Audit & Corporate Services Committee, as they review all Internal Audit Reports, and they had made some minor changes to clarify the recommendations.</p> <p>The Committee asked what the offices would be used for in the future if they were to close and it was explained that that no decisions had yet been made as the issue of closure was still subject to consultation.</p> <p><u>Agreed:</u> That the report be noted.</p>
6.	<p>Stock Investment Team Plan Ian Grimshaw presented the Stock Investment Team Plan and explained how it links into the Business Plan.</p> <p>The Committee raised questions relating to fencing and gates as this type of work does not seem to be being carried out. It was explained that money had originally been set aside for environmental work but because funding has diminished the main work areas being concentrated on are kitchens, bathrooms and external works.</p> <p>Cyril Holland stated that, as BCH moves towards the self financing scheme, there will be a more straight line approach and we will be able to look at environmental issues such as fencing. Maggie Cornall did however state that if there is a health and safety risk as a result of lack of fencing or gates that is currently picked up as a priority.</p> <p>A member of the Committee asked whether there was any consideration for the Sheltered areas as they are unsafe in relation to crime due to the alleyways. Cyril Holland confirmed that a review is underway in relation to some of the sheltered areas as some of the flats may be converted into family homes.</p> <p>A question was also asked regarding using renewable energy in the future. Cyril Holland confirmed that this was being explored and a meeting was to taking place later in the week.</p> <p><u>Agreed:</u> That the team plan be noted.</p>
7.	<p>Any Other Business There was no other business raised.</p>
8.	<p>Date of Next Meeting The next meeting will take place on Tuesday 18th October 2011 at 6pm at Coastal House.</p>
	<p>The Meeting Closed at 7.20pm</p>