

**MINUTES OF HOUSING STRATEGY PROGRAMME BOARD  
HELD ON WEDNESDAY 29<sup>th</sup> APRIL 2015**

Present: Pat Jones Greenhalgh - Executive Director of Communities and Wellbeing (Chair) **PJG**  
 Harry Downie - Assistant Director of Business Re-Design & Development, Department of Communities and Wellbeing **HD**  
 John Merrick - Director of Neighbourhoods, Six Town Housing **JM**  
 Marcus Connor - Corporate Policy Manager, Department of Communities and Wellbeing **MCC**  
 Sharon Hanbury - Head of Urban Renewal, Department of Communities and Wellbeing **SH**  
 Tracey Hunt - Financial Services Business Manager, Six Town Housing **TH**  
 Emma Richman - Director of Assets, Six Town Housing **ER**  
 Steve Kenyon - Interim Director of Resources and Regulation / Six Town Housing **SK**  
 Chloe McCann - Assistant Improvement Advisor - Department of Communities and Wellbeing (Minutes) **CNM**

Apologies: Mike Owen - Interim Chief Executive, Bury Council **MO**  
 Sharon McCambridge - Chief Executive of Six Town Housing **SMC**  
 Karen Young - Head of Inclusion, Department of Communities and Wellbeing **KY**

ACTION

<b>1.0</b>	<b>INTRODUCTIONS &amp; APOLOGIES FOR ABSENCE</b>	
1.1	Apologies were made as above.	
<b>2.0</b>	<b>MINUTES OF THE LAST MEETING</b>	
2.1	The minutes of the meeting held on Wednesday 8 <sup>th</sup> April 2015 were accepted as a correct record.	
<b>3.0</b>	<b>MATTERS ARISING:</b>	
3.1	<p><b>Item 1.1:</b> Six Town Housing new extra care scheme design - a number of issues were raised. ER confirmed that their consultants had incorporated these into the scheme design.</p> <p>ER also confirmed that she had discussed with SH who would attend the different meetings, frequency of meetings and reporting to HOB / HSPB.</p> <p>CP to report to a later HSPB meeting. PJG asked that this be by exception. Operational activity reports to go to HOB.</p>	

<p>3.2</p> <p>3.3</p> <p>3.4</p>	<p><b>Item 6.0,a,i:</b> ER provided update on energy efficiency schemes being undertaken by STH.</p> <p><b>Item 6.0,b,ii:</b> STH 10<sup>th</sup> Anniversary events – PJG and JM are to meet to discuss how the celebrations are arranged jointly. PJG also stated that the Leader will need to be involved.</p> <p><b>Item 6.0,b,iii:</b> QL queries raised previously at HSPB are now resolved and the project is signed off.</p>	
<p><b>4.0</b></p>	<p><b>Items for Decision:</b></p>	
<p>4.1</p> <p>4.1.1</p> <p>4.1.1.1</p> <p>4.1.1.2</p> <p>4.1.2</p> <p>4.1.2.1</p> <p>4.1.2.2</p> <p>4.1.2.3</p>	<p><u>a) New Items</u></p> <p><i>i) Adaptations Review - <b>SH</b></i></p> <p>SH provided an update from the interim report that was submitted to HSPB in December 2014.</p> <p>PJG thanked SH for a really good piece of work.</p> <p><i>ii) Sustainability Standard- <b>SH</b></i></p> <p>It is proposed that, as per the Redbank Scheme, STH’s new extra care scheme is built to the BREEAM ‘very good’ standard. Whilst this is a challenging standard it is likely to be achievable on this development without a disproportionate cost.</p> <p>The Low Carbon Board are satisfied with the standard ‘very good’.</p> <p>HSPB agreed the proposed standard.</p>	
<p>4.2</p> <p>4.2.1</p> <p>4.2.1.1</p> <p>4.2.1.2</p> <p>4.2.1.3</p> <p>4.2.1.4</p>	<p><u>b) Existing Items</u></p> <p><i>i) Empty Properties - <b>SH</b></i></p> <p>SH submitted a report outlining the current position on bringing empty properties back into use.</p> <p>Figures were provided which indicated that the Radcliffe pilot had been a success and this track record had resulted further grant money from the HCA.</p> <p>HD requested a map showing empty property clusters within particular cluster areas to be brought to HSPB on 24<sup>th</sup> June to inform discussions on extending the scheme.</p> <p>PJG asked for a timeline of events to be brought to a future HSPB.</p>	<p><b>SH</b></p> <p><b>SH</b></p>

<b>5.0</b>	<b>Information Briefs:</b>	
5.1	<u>a) New Items</u>	
5.1.1	<i>i) HECA Report - <b>SH</b></i>	
5.1.1.1	SH provided an update for information. The HECA report was submitted to Government by the deadline of 31 March 2015.	
5.2	<u>b) Existing Items</u>	
5.2.1	<i>i) HOB Chair's Update - <b>SH</b></i>	
5.2.1.1	A workshop was held to determine the future role of HOB. This will see HOB being more proactive at progressing items before they are brought to HSPB for final sign off approval. HSPB to approve final reports or deal with any exception reporting.	
5.2.2	<i>ii) Welfare Reform (verbal update) - <b>JM</b></i>	
5.2.2.1	JM provided an update on the present position in Bury. Any cases that are in arrears are being closely monitored.	
<b>6.0</b>	<b>STH Board Papers</b>	
6.1	<i>Nothing to update.</i>	
<b>7.0</b>	<b>Any Other Business</b>	
7.1	None.	
<b>8.0</b>	<b>Date of Next Meeting</b>	
	Wednesday 24 <sup>th</sup> June 2015, 10.30am – 12.00pm	
	Lancashire Fusiliers Room, 1 <sup>st</sup> Floor Town Hall	