

AT A MEETING  
of the  
**CPA**  
**HOUSING IMPROVEMENT**  
**PLAN JOINT WORKING GROUP** held at  
the Council House, Walsall on **Thursday,**  
**8 December, 2005** at 6.00 p.m.

**PRESENT**

Councillor Pitt  
Councillor Walker  
Sue Byard – Assistant Director, Strategic Housing  
Andrea Potts – General Manager, Supported Housing  
Mark Chaplin – Interim Head of Housing Services  
Stuart Bentley – Scrutiny Support Officer

**APOLOGIES**

Apologies were received from Councillors Munir, Barton and Ault.

**DECLARATIONS OF INTEREST AND PARTY WHIP**

Councillor Pitt declared a personal non prejudicial interest as the brother of the portfolio holder for Housing and Community Safety. .

**NOTES OF MEETING 16 NOVEMBER 2005**

**RESOLVED**

That the notes of the meeting 16 November 2005 be agreed as an accurate record.

**SELF ASSESSMENT FORM**

Sue Byard gave a brief overview of the first draft of the self-assessment form previously circulated to Members. She highlighted the fact that the final document, due for submission by 30 January 2006, would be a guide for the inspectors. She further stated that subsequent drafts would be viewed by senior officers and EMT before a final draft was produced.

(annexed)

Members were asked to feedback to officers, either directly or through scrutiny, and were informed that a subsequent draft would be brought to the next meeting of the group, 17 January 2006, for Member's information.

### EXCELLENCE PLAN

Mark Chaplin gave a brief overview of the plan circulated for the meeting of 16 November, 2005.

Andrea Potts then gave an example of how the Council was using the plan to deliver a more focused and user defined service and how this approach was leading to increased user satisfaction and realisable efficiency savings.

Councillor Pitt asked how the Council classified homelessness.

Andrea Potts replied that the Council has no set definition but that central government defines the homeless as those who are without accommodation now, tomorrow and for the next 28 days. The Council has a duty to help those with priority needs, such as young families. However, she highlighted that the service was striving towards much earlier intervention and helping people stay in their current accommodation where possible.

### DATE OF FUTURE MEETINGS

Members were advised that the dates of subsequent meetings were as follows:

17 January 2006

20 February 2006

Councillor Walker asked if there were any other substantive agenda items for the group to address in these subsequent meetings.

Sue Byard replied that there was not and that the final two meetings of group would be for Members to see the final versions of the above mentioned documents before the inspection.

Stuart Bentley then added that it was likely that the result of the inspection would be reported to the full Health and Social Care Scrutiny and Performance Panel 30 March 2006 or the first meeting of the re-constituted panel for the municipal year 2006-7.

### TERMINATION OF MEETING

There being no further items, the meeting terminated at 6:25 p.m.