

Commenced: 3.19pm  
Concluded: 3.41pm

**Housing and Advice Cabinet Member Meeting  
19 April 2013**

Present: Councillor Shanker (Chair)

In Attendance: Councillor Redfern

**20/12 Apologies**

There were no apologies for absence.

**21/12 Late Items**

There were no late items.

**22/12 Declarations of Interest**

There were no declarations of interest.

**23/12 Minutes of the Previous Meeting**

The minutes of the meeting held on 15 March 2013 were agreed as a correct record and signed by the Chair.

**24/12 Agreement to Manage Six Properties Owned by the Lilian Prime Trust**

A report from the Strategic Director for Adults, Health and Housing was considered. The report explained that the Lilian Prime Trust had approached Derby Homes in July 2010 to take on the management of six trust owned properties located in Alvaston. The request was supported by local ward councillors. The report formally requested Derby City Council's approval for Derby Homes to provide the management service on behalf of the Lilian Prime Trust.

The Strategic Director of Adults, Health and Housing together with the Head of Strategic Housing and the Director and Company Secretary for Derby Homes explained the history of the matter to the cabinet member. It was reported that there was an implied contract between the parties from 1 January 2011. The Director and Company Secretary for Derby Homes stated that should approval be given, the contract would formally run from 1 April 2013. A retail price index linked increase had been accounted for.

It was reported that the Lilian Prime residents disagreed with the management of the properties through the Spirita Group and relations between the parties had become strained. Derby Homes had been approached as an alternative source of management.

It was reported that Derby Homes would only provide management services and would not provide any support services. The key points of the agreement were:

- The tenants would be assured tenants with the Lillian Prime Trust
- Allocations would be made through the Homefinder service with the approval of the trustees
- Derby Homes would collect the rents and undertake day to day repairs
- Derby Homes would process tenancy sign-ups, terminations and manage void properties
- Derby Homes would undertake annual gas safety checks and servicing of gas appliances.

The financial implications arising from a decision to manage the properties were discussed and it was confirmed that the Housing Revenue Account would remain unaffected. The cabinet member had observed that the formalisation of the contract provided an opportunity to ensure that all contractual terms were acceptable and in the best interests of the council. The Director and Company Secretary for Derby Homes confirmed that he had investigated the terms of the contract to ensure that they were fair and reasonable. The proposal to manage the properties arose following a request from ward councillors. The cabinet member recognised that the Lillian Prime Trust was a small specialist charity and the contract was designed to provide a unique service, facilitating a housing management need for vulnerable customers within the city.

**Resolved to agree that Derby Homes may enter into a contract to manage six properties owned by the Lillian Prime Trust until January 2021.**

25/12          Exclusion of Press and Public

**Resolved that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following item (minute number 26/12) on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information**

26/12          Agreement to Manage 50 Properties Owned by the War Memorial Village Derby

An updated report from the Strategic Director for Adults, Health and Housing was presented. The report had been updated to include an amended recommendation together with the proposed contract. The updated report had also received approval from various council officers.

The cabinet member considered a proposal which would enable Derby Homes to manage 50 properties owned by the War Memorial Village in Derby. The cabinet member gave careful consideration to the implications of a decision to authorise the management contract and assessed whether any risk was posed to housing stock owned by the council. The duration and cost of the contract was debated.

**Resolved to:**

- 1. amend the duration of the draft contract to a maximum term of eight years, the first three years of which are fixed; and**
- 2. delegate authority to the Strategic Director of Adults, Health and Housing to authorise Derby Homes, subject to financial analysis by and approval from Derby City Council's Head of Finance, to enter into a contract to act as the managing agent for the housing stock (specifically 50 properties) contained within War Memorial Village in Derby.**

MINUTES END