

Tenant Involvement Group Scrutiny Panel		Date of Report October 2021
Subject Leased Properties	Scope <ol style="list-style-type: none"> 1. Who does ELHA lease properties to and why? 2. Who decides which properties are leased? 3. What sort of things are taken into consideration when leasing a property, e.g. if the property is being leased for temporary housing, are the same checks made on these households which would be done for any other tenant moving into a community? 4. What sort of communication between ELHA and the organisation(s) leasing the properties is there? Are there regular reviews and updates regarding the properties and/or any issue with residents? 5. Does leasing properties result in any additional costs for ELHA, does ELHA break even, or is there a surplus generated? 	
Information/Documentation Reviewed <ul style="list-style-type: none"> • Allocations Policy • Model Occupancy Agreement 	Staff Interviewed <ul style="list-style-type: none"> • Karen Barry, Director of Housing 	
Summary <p>The Scrutiny Group met to discuss the 2021 scrutiny project in late 2020 and had no specific areas of interest. Several topics were suggested from information in previous meeting notes. Questions regarding leased properties had come up earlier in the year, which the Customer Information Officer had been unable to answer. The Group decided that this would be an ideal topic for scrutiny, and a presentation was given by Karen Barry, the Director of Housing.</p>		

This presentation answered all the Scrutiny Group's questions, and no follow-up questions were raised. The Group were given the opportunity to make recommendations for the future management of leased properties but felt that the current procedures met the requirements of current legislation, and did not need to be amended.

Recommendations

	Finding	Recommendation	Management Comments
1.	Properties are leased to East Lothian Council (social work & homeless) and Blue Triangle (young people who are homeless and/or leaving care). Local Housing Strategy, legislation, Allocations policy all influence our decisions.	No recommendations	
2.	We decide which properties are suitable based on need and then on demand taking account of area and tenants if for example the property is in a block of flats or a small rural area	No recommendations	
3.	We do not make checks on the occupants – the lease sets out what the project is for and an appendix is usually added to say how occupants are selected. For temporary accommodation – this is for the LA to decide which family is best suited to the accommodation we provide and to manage it accordingly	No recommendations	
4.	Annual Review meetings are carried out, annual property inspections and adhoc discussions/action as matters arise. In temp accommodation ELC respond quickly to issues and can end an occupancy agreement very quickly	No recommendations	

	asking the resident to leave. We'd be happy to end a lease if it was not working as it should to protect the rights of tenants to peace and enjoyment of their home. We have not had to force this issue to date as ELC have always dealt with any problems quickly and effectively.		
5.	If anything, fewer costs are incurred than in a normal tenancy as repair responsibilities are less than we provide for a tenant. We are not doing the day to day management so fewer staff resources are needed. We only charge the rent and service charges that are due on the property.	No recommendations	

Action Plan

	Recommendation	Responsible	Target Date	Comments
1.	n/a			
2..				
3.				