

**MINUTES OF LANDLORDS FORUM MEETING**

**HELD ON 13<sup>th</sup> March 2008 (Lister room) 2pm – 4pm**

Present: Amir Chaudry, Jackie Blake, M.Chaudhary, S.Mohan, M.Mohan, A. Sangar, R.Spooner, T.Mudhar, R.Begum, Faraz, Waqas, L.Allison, J.Stewart, M.Uddin, J.Bath, K. Brockhouse, J. Srigenatharan, V. J Bose, S.Chahal, R.Rains, M.Olubodun, S.Sabir, Soumya, P.Onyemenem, J.Janjua, S.Kapoor, V.Dhillon, K.Islam, T.Scrutton, C.Fang, Abraham, M.Amato, L.Mann, I.Rakhra.

London  
Borough of  
Newham

(LBN): Sharon Webb, Scott Sangha, Ronjon Bagchi, Sue Walker, Tom Moore, Helen Craig, Shannon Forte, David Bingham.

Chaired by: Sharon Webb

Apologies: Modester Anucha

Minutes by: Scott Sangha

Posted on the Newham Website

<b><u>Matters arising from previous Meetings</u></b>	<b><u>ACTION</u></b>
None	

<p><b><u>Choice Based Lettings – How to reach 1000's of tenants &amp; promote your letting agency</u></b> <b><u>– Ronjon Bagchi (Marketing and Production Manager)</u></b></p> <p>Ronjon introduced Choice based lettings (CBL). This scheme is managed by the East London Lettings Company. It is a way of letting council homes which aims to offer more choice to people registered on the housing waiting list. The company advertise social housing available for rent in London for Newham, Redbridge Waltham Forest, Hackney and Havering Council.</p>	
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<p>He introduced the Private Possibilities section which offers home seekers a range of properties available for rent from some of the Accredited Landlords and Agents across East London. Agents are able to advertise the properties they have available to rent through CBL. The adverts will appear online, at kiosks at Council local service centres and in the CBL magazine distributed weekly. Landlords retain control over property adverts and CBL offer branded property adverts. He explained how the service they provide offers a variety of different options to increase the profile of the service and properties offered by landlords and agents.</p> <p>A copy of the CBL magazine was handed out.</p> <p>E-mail: <a href="mailto:ronjon.bagchi@newham.gov.uk">ronjon.bagchi@newham.gov.uk</a> or Telephone : 020 8430 6901</p>	
<p><u>Newham Landlord Accreditation Scheme Update</u>  <u>–Scott Sangha - Landlord officer</u></p> <p>Scott reminded landlords of the future landlord training dates which are free to accredited landlords. Also advised landlords about forthcoming dates for the development sessions run by the London Landlord Accreditation Scheme (LLAS). Newham is hosting the event at the Credon Centre in Plaistow. Further details will be mailed out to all landlords.</p>	
<p><u>Preview of Domestic Energy Efficiency Advice Pack for Private Landlords – Sue Walker – Domestic Energy Efficiency Team Manager</u></p> <p>Sue introduced Tom Moore and Helen Craig who are Energy Efficiency officers and work in the Domestic Energy Efficiency Team.</p> <p>Sue explained how the team work across the borough and aim to improve the energy efficiency of all properties and help landlords to improve the energy rating of their properties.</p> <p>She went through the advantages of energy efficiency such as tax breaks.</p> <p>In her presentation Sue covered the following topics:  Types of heat loss from a property, energy efficiency grant scheme, energy</p>	<p><b><u>ACTION</u></b></p>

<p>efficiency measures and discounts available.</p> <p>The new Energy Advice Pack (booklet) was handed out.</p>	
<p><u>Local Housing Allowance (LHA) – Coming into effect from 7<sup>th</sup> April 2008</u></p> <p><u>-Shannon Forte - Council Tax &amp; Benefit Liaison Officer</u></p> <p>Shannon did a quick recap on the LHA following on from the previous forums where LHA was covered (See previous minutes).</p> <p>She explained how the rates will be published on Newham’s website and went through some safeguards that landlords could follow to ensure their rent is paid on time by their tenants.</p> <p>Extra time was allowed at this forum to take questions from the landlords.</p>	
<p><u>Housing Benefits Update- David Bingham – Senior Council Tax &amp; Benefit Manager</u></p> <p>David advised landlords that the first payment will be paid to the landlord but sent to the tenant and subsequent payments will be made to the tenant.</p> <p>Landlords were told that they should notify the Housing Benefits department if their tenant is in rent arrears. They do not need to wait eight weeks before contacting HB. If there are more than three weeks arrears, HB can suspend any payments going out to the tenant while they investigate.</p> <p>Landlords were reminded to keep accurate rent records so that evidence of non-payment can be easily proved.</p> <p>A copy of the leaflet that is given to clients claiming HB was shown. The leaflet advises the tenant about bank accounts, eviction and the impact of not paying their rent.</p>	
<p><u>Any other Items for discussion at the next forum</u></p> <p>None</p>	<p>ACTION</p>

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