

3.3 (Item 4.1) JHAP to be updated and circulated before Housing Forum on 30 Nov 10. Action complete.	
3.4 (Item 4.3) D Infra to pass CoC letter on Pre Move Out Advisory Visits (PMOAV) to Fleet and Air for possible adoption. Action complete.	
3.5 (item 4.4) DE Ops Hsg to distribute definition of a void to JCB members. Action ongoing – pending SDSR Estate Rationalisation Plan.	Hd DE Ops Hsg
3.6 (Item 4.6) Void Surge Programme date for 09/10 to be incorporated into serial 3 of the JHAP. Action complete.	
3.7 (Item 4.7) DE Ops Hsg to consider whether schedule of rates for barrack damages is commercially sensitive and if not, circulate. Action ongoing – MHS to publish typical schedule of rates by 28 Feb 11.	Hd DE Ops Hsg
3.8 (Item 4.8) sS Housing Colonels to push CoC to engage with DE on Patch Management. Action ongoing.	
3.9 (Item 4.9) DE Ops Hsg to review dates for roll out of Area Accommodation Plans (AAPs) post SDSR. Action ongoing – once the SDSR Estate Rationalisation Plan is confirmed, a revised programme will be agreed to review the existing and complete the outstanding AAPs.	Hd DE Ops Hsg
3.10 (Item 4.11) Chair NFF to supply DE Ops Hsg with feedback on e1132 forms OOC. Complete.	
3.11 (Item 5.1) SCW to produce a proposed draft of PIs for JCB and Housing Forum. Action ongoing – work is progressing with the Housing Forum staff on this and potential JCB PIs will be circulated OOC after this meeting.	JCB/HF Secs
3.12 (Item 5.3) Air to produce a first draft of lessons learnt from Brize Norton rationalisation for the Housing Forum on 30 Nov 10. Action closed – this will be incorporated in the full review of the Future Brize Norton project in due course.	
3.13 (Item 5.4) DE Ops Hsg to investigate reports of poor housing performance in London and the South East. Action closed – MHS have acknowledged poor performance in this area and changed the supply chain provider to enable faster response repairs.	
3.14 (Item 5.5) DE Ops Hsg to investigate standard of Pre-Payment Cleaning Scheme (PPCS). Action closed – the PPCS system is now working well with a correct pricing structure and better performance.	
3.15 (Item 5.7) Letter to be sent to DE Chief Operating Officer on Framework Agreement for adaptations, by 22 Oct 10. Action complete.	
3.16 (Item 7.3) Chair NFF to raise specifics of garage maintenance issues with Hd DE Ops Hsg OOC. Action complete.	
3.17 (Item 7.4) Accom Pol team to investigate whether information about first and second offers of SFA can be added to 1132 Guidance Notes and action through the LAWG. Action ongoing – the agreement to include	Accom Pol C1

	<p>information about the consequences of not accepting the first offer is in process.</p> <p>3.18 (Item 7.10) Air to circulate noise abatement policy being implemented by to JCB members. Action closed due to Air Legal raising issues associated with the implementation of this policy – this should be a CoC policy, rather than a legal matter.</p> <p>3.19 (Item 9.1) SCW to incorporate JCB members' comments and confirm JCB and Housing Forum TORs. Action complete.</p>	
4	<p>UPDATE ON THE FUTURE ACCOMMODATION PROJECT (FAP)</p> <p>4.1 DCDS Pers FAP DHd briefed the JCB on the role of the FAP. The FAP would be one of the 5 workstrands within the New Employment Model (NEM) work and the TORs for the FAP and the programme governance of the NEM were distributed. The NEM Programme Management Group would be coordinating the 5 different workstrands. DE Hd Ops Hsg noted that DIO was not currently represented on the NEM Steering Board and the Chairman agreed to include CE DE.</p> <p>4.2 The concept for the FAP was signed off by the Defence Board in Dec 10 and while the Hd and DHd posts within the FAP have been filled, there were still 3 more civilian posts which need to be recruited for. The FAP were due to deliver a progress report to the DB in Jun 11 with a view to submitting to IAB Initial Gate by Dec 11.</p> <p>4.3 The FAP would consider options that would include a commercial solution, investigation of other worldwide models and would take into considerations internal strategies, i.e. the Army Living Strategy. A review of the MOD provided solution would also take place in anticipation of the contract review in</p> <p>4.4 One of the primary objectives of the FAP was to develop a different approach to the provision, management and maintenance of accommodation for SP which might also better equip them for transition to civilian life. The FAP was keen to engage with all stakeholders as work progresses and will update the JCB periodically. Initial findings of the FAP would be reported to the NEM at the end of Apr 11.</p> <p>4.5 The Chairman noted that whatever the outcomes of the FAP were, they would need to be affordable within the budget of the Defence Board. DCDS Pers FAP DHd briefed that a project initialisation brief was currently being put together and would be circulated to all the JCB members when complete.</p> <p>4.6 AFF Housing Officer noted that one of the FAP's aspirations was to consider Affordable Home Ownership for SP, especially on leaving the Service. However, not all SP aspired to Home Ownership and the FAP Team were requested to be mindful of this. Chair NFF noted that many RN personnel had requested that a savings scheme be created to assist them with purchasing a home in the future and requested that this option also be considered. DCDS Pers FAP DHd agreed that this was an important consideration and noted that the Canadian Model had identified that financial education was key.</p>	Chair

5	<p>UPDATE ON THE DIO AND FUTURE ACCOMMODATION PROVISION</p> <p>5.1 The Chairman updated the meeting on the ongoing work and changes with DE and the DIO. At the end of Jan 11, the Defence Board granted approval for the creation of the DIO, with the aim of bringing the whole of the Defence Infrastructure community together.</p> <p>5.2 DE Hd Ops Hsg briefed the meeting on the following work strands taking place within the accommodation arena:</p> <ul style="list-style-type: none"> • SFA in the UK, through the Next Generation Estates Contract (NGEC) which would commence in 2013. The MHS Contract had been extended until Apr 13 in order to align with the NGEC and ensure seamless provision. A feasibility study was being conducted into the possibility of self allocations through a 'Rightmove' style website. The issue of void management would need to be addressed if this approach was adopted. HQ LF AD PS4(A) requested that the CoC should be continuously engaged with SFA allocation in order to protect the welfare of SP. • An intention to conduct a review of delivery of Overseas SFA. • SLA Management. There were currently 140,000 SLA bedspaces but only 100,000 occupants. The JCB were to note that there would probably be room for efficiencies over time as funding for SLA would be transferred from sS to DIO in the future. • Administration of Substitute Accommodation (SA), which would be reviewed in line with the re-let of the new SA Contract due on 1 Oct 12. <p>5.3 Hd SP Pol SCW noted that the creation of the DIO was an opportunity to align behaviour and financial responsibility for the provision of both SLA and SFA, but that there would still be a need for CoC involvement.</p>	
6	<p>UPDATE FROM THE HOUSING FORUM AND JOINT HOUSING ACTION PLAN</p> <p>6.1 DE Hd Ops Hsg updated the meeting on the Housing Forum which was held on 30 Nov 10. One of the key issues raised at the Forum was Licensee's liability insurance which was currently being finalised through the LAWG. There were some 400 floods in SFA over the winter period due to burst pipes and Licensee's liability insurance would help reduce the burden on DE to pay for the repairs.</p> <p>PMN – A briefing note on the SFA Insurance issue was distributed to LAWG members OOC following the JCB.</p> <p>6.2 DE Ops Hsg Monthly Management Reports were now being broken down by region, which would be more user friendly and helpful for PI measurement.</p> <p>6.3 The provision of SFA to MPGS personnel was continuing to be an issue. There were some 1,500 MPGS personnel currently living in SFA which was almost identical to the number of SP accommodated in SSFA. Accom Pol C1 briefed that this provision should be based on the void stock at the location of employment and this should be considered</p>	

	<p>before the recruitment of MPGS personnel occurred.</p> <p>6.4 D Infra requested a copy of the DE Ops Hsg Communications Strategy so that members of the JCB could provide some input.</p> <p>6.5 No items were brought forward from the Housing Forum on the Joint Housing Action Plan (JHAP); however, the Chair requested an update from Hd DE Ops Hsg on why Serial 10 (Refine Move In/Out) was overdue.</p> <p>6.6 D Infra raised a concern that the JHAP was not being used aggressively enough and did not go into sufficient detail. The Chair noted that the JHAP was a tool to assist the Housing Forum and therefore he did not want it to become even more complex and harder to measure against. However he requested that D Infra provided some detail on the information they wanted included in the JHAP for consideration.</p>	<p>Hd DE Ops Hsg</p> <p>D Infra</p>
7	<p>HOUSING UPDATE – OVERSEAS, SINGLE SERVICES AND FAMILY FEDERATIONS</p> <p>7.1 Overseas – no points.</p> <p>7.2 Chair NFF noted that housing issues continued to account for a third of their work. Due to the current uncertain times, it was noted that Service families felt very vulnerable and so NFF would welcome being engaged in any likely changes prior to the point of delivery.</p> <p>7.3 AFF Housing Officer briefed that they had also seen an increase in housing complaints, mainly due to entitlement queries and for maintenance and response repairs. This had been a particular issue in London and the SE due to the change of Contractor. Hd DE Ops Hsg requested that Family Feds encourage SP to report any faults or issues through MHS and the official complaints process as this would ensure that the Contractor was held to account.</p> <p>7.4 AFF Housing Officer noted that 8 SFA had recently been handed back to AHL in Northwood due to subsidence issues and queried the policy of handing back individual properties, rather than whole roads. DE Hd Ops Hsg briefed that the handing back of individual properties only happened when there were serious issues, in order to prevent DE from having to pay for SFA voids which would never be brought up to occupation standard.</p> <p>7.5 HQ LF AD PS4(A) remarked that the potential implementation of a single HIC for the UK would make it difficult for the CoC to be engaged in the support of the welfare of their SP and so the placing of drop in centres would need to be well thought through.</p> <p>7.6 Chairman RAFFF briefed that they had recently recruited [redacted] ex RAF SNCO) as their housing specialist. He was meeting with HICs and studying TSARs in order to get up to speed and support RAF SP better. Chairman RAFFF also noted that the content of briefings to HIC staff on the future of DIO and the NGEC had started to filter through to families and requested that family friendly publications were considered by DE Ops Hsg to avoid speculation.</p> <p>7.7 Air Cmnty Spt DACOS advised that the actual RAF redundancies would</p>	

	be confirmed by Oct 11 and the team would therefore advise DE Ops Hsg on the consequent impact on SFA provision.	
8	<p>AOB</p> <p>8.1 CTLB Estates Hd briefed that he had visited an injured SP's SFA adaptation in RM Poole in early Feb 11 and noted that DE Ops Hsg and MHS had done a fantastic job and had really assisted the SP in his recovery.</p> <p>8.2 The Chairman noted that the current format of the JCB was much better now due to the tactical issues being addressed at the Housing Forum. If attendees wanted any other strategic items added to the agenda, they were requested to let the Secretary know.</p>	
9	<p>DONM</p> <p>9.1 The attendees were requested to note the dates for the 2011 JCBs and asked to note the change in date of the Jun meeting in order to prevent a clash with the MOD Children and Young People's Forum.</p> <ul style="list-style-type: none"> • Wed 8 Jun 11 (date change from Thu 9 Jun 11 due to clash with the MOD Children and Youth Board.) • Thu 6 Oct 11 <p>9.2 The next Housing Forum will be held on Mon 9 May 11.</p>	All

(SIGNED ON ORIGINAL)

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DCDS Pers Accom Pol C2