

**Minutes of** **Overview and Scrutiny Task Group - Empty Properties**

**Meeting date** **Tuesday, 14 March 2023**

**Committee Members present:** Councillor Sarah Ainsworth (Chair), and Councillors June Molyneaux, Aaron Beaver, Dedrah Moss, Kim Snape and Arjun Singh

**Officers:** Adele Hayes (Head of Planning and Enforcement) and Matthew Pawlyszyn (Democratic and Member Services Officer)

**Apologies:** Councillor Michelle Le Marinel and James Nevett

A video recording of the public session of this meeting is available to view on [YouTube here](#)

**6 Declaration of Any Interests**

No declarations were made.

**7 Minutes of Meeting Wednesday, 14 December 2022**

It was raised that Cllr Ryan Towers submitted apologies for the previous meeting.

**8 Scoping the Review**

**Resolved: That the review scope be approved.**

**9 Update from Other Local Authorities and Their Empty Properties**

Democratic and Member Services Officer, Matthew Pawlyszyn provided a brief update to the Task Group based on information received from other borough councils in Lancashire.

**Resolved: that the update be noted.**

**10 Discussion from the World Cafe Event and Conversations with Officers**

Members of the Task Group discussed the two World Café Events that they attended that featured Officers from Enforcement, Legal, Public Protection, Revenue and Benefits and Housing.

Members came to the following agreements as possible recommendations for the Final Report

- That consideration was required as to the placement of empty properties within the organisational structure of the Council.
- That the Council should consider creating an Empty Properties Officer post and explore if it could be a shared post or a part time position.
- That due to the number of officers and departments that were involved in empty properties, a clear workflow should be in place to provide clarity in reporting problem empty properties and an understanding of the action taken.
- The Council to refresh and update its Empty Homes Policy and following its completion yearly member learning sessions to be held to keep members up to date.

Members expressed the desire to invite both the Executive Members for Homes and Housing and Planning and Development to the Task Group prior to the drafting of the final report.

Chair

Date