



Six Town Housing Shadow Board Meeting

Wednesday 22nd December 2004

Europa House, Barcroft Street, Bury

Minutes of Six Town Housing Shadow Board Meeting

PRESENT:

Shadow Board Members

Gill Campbell
Wilf Davison
Peter Dawson
Frank Fenton
Brenda Headley
Tony Isherwood
Dave Mann
Andy McGiffin
Zoë Robertson (Vice Chair)
Gordon Smith
John Smith (Chair)
Phil Weatherby

Officers

Susan Jordan (Chief Executive Designate)
Chris Gibbins (ALMO Co-ordinator)
John Merrick (Head Of Tenant Services)
Vicki Haslam (ALMO Project Officer)
Richard Wright (ALMO Project Officer)

APOLOGIES:

John Anderson
Dorothy Gunther
Sharif Salim
Terry Spencer
John Stewart

1. Minutes of previous meeting

Agreed as a true record.

2. Matters arising

None.

3. Meetings Map – Relationships and Roles

A short presentation was made around the various meetings connected with the Board, and how links will be maintained with the Council, TRACC and the partnering processes.

Board members were also issued with a file containing information on membership of groups and frequency of meetings, plus a forward timetable covering the twelve month period from April 2005 – April 2006.

Board members requested more information about how future consultation will be undertaken with tenants and leaseholders, as the meetings map contained only information about two formal groups. It was acknowledged that this presentation was not intended to cover this issue in detail and it was agreed that John Merrick would do a presentation for the next Shadow Board meeting around the Tenant Participation Strategy.

It has been necessary to schedule in an additional full Board Meeting on 6th April 2005 which will be the first full Six Town Housing Board meeting. This agenda will be kept as short as possible as this does clash with a meeting of the full Council, but it was agreed that the meeting was necessary following the launch of Six Town Housing on 4th April 2005.

Concern has been raised about the frequency of full Board Meetings dropping to quarterly. Following discussion a proposal was put forward for full Board meetings to be held on a monthly basis.

An amendment to this was put forward for Board meetings to be held six weekly. It was agreed to vote on this amendment.

The Shadow Board voted against the amendment.

Recommendation

Board meetings to remain as quarterly meetings, with the facility to call extra meetings if and when required.

4. Committee Membership

It was previously agreed at the Shadow Board meeting of the 27.10.04 to determine membership of each committee following the training session of the 10.11.04 and to take into account any Board Member preferences. The membership of the

Operations, Resources and Performance and Customer Service and Diversity Committees were decided as detailed on the table below:

	Customer Service and Diversity (6)	Operations (8)	Resources and Performance (8)	Audit and Standards (3)	S.C.C. and Panels (8)
John Anderson			<input checked="" type="checkbox"/>		
Gill Campbell			<input checked="" type="checkbox"/>		
Wilf Davison			<input checked="" type="checkbox"/>		
Peter Dawson		<input checked="" type="checkbox"/>			
Frank Fenton	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Dorothy Gunther			<input checked="" type="checkbox"/>		
Brenda Headley	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Tony Isherwood		<input checked="" type="checkbox"/>			
Dave Mann		<input checked="" type="checkbox"/>			
Andy McGiffin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Zoe Robertson	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Sharif Salim			<input checked="" type="checkbox"/>		
Gordon Smith			<input checked="" type="checkbox"/>		
John Smith	<input checked="" type="checkbox"/>				
Terry Spencer			<input checked="" type="checkbox"/>		
John Stewart			<input checked="" type="checkbox"/>		
Phil Weatherby	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			

The membership of the Audit and Standards Committee will be decided once the Chairs of the other committees have been agreed.

Recommendation

Membership of the committees agreed until the first AGM, when members will be elected formally to each committee.

Scheme of Delegation

A first draft of a scheme of delegation for staff was issued to the Shadow Board for information. This will need to be formally agreed by the board – members were asked to pass any comments regarding the scheme to either Chris or Vicki to allow any necessary amendments.

5. Accommodation Update

An initial meeting has been held with architects working on behalf of the contractor looking at the refurbishment of Wilton House in Radcliffe. The Shadow Board were shown the proposed layout and plans for Wilton House for information.

This is still the preferred option for accommodation for Six Town Housing, although there are still a number of issues that need resolving with the Council.

Any lease for accommodation must be agreed through the Council, and as such this needs to be taken to Executive. We need to compare costs for Wilton House against best value standards, and the ALMO Project Team are currently working with Property Services to prepare a report on this subject. This paper will then be taken through the political processes in order to obtain approval for any proposals.

This is causing some delays, and we are now looking to move into accommodation by June 2005.

Recommendation

The Shadow Board support Wilton House as the preferred option for accommodation and noted the latest position.

6. Update on ALMO Joint Negotiating Body

The minutes of the two meetings already held were distributed to the Board, and Susan gave the group a verbal update on progress to date.

The Memorandum and Articles of Association as agreed by the Shadow Board were agreed by the JNB at the first meeting.

At the second meeting a review of the management agreement was undertaken. Any amendments made are to be written into the agreement, which will be looked at again at the next meeting of the JNB to be held on the 04.01.05. This meeting will also be the first opportunity for the JNB to look at the draft Delivery Plan.

A short report regarding the principles on which the management fee will be calculated will also be tabled.

The next meeting of the ALMO Implementation Project Board is the 10.01.05, and Executive will consider the section 27 application report on the 12.01.05.

A formal request was made by Shadow Board representatives on the JNB that concerns regarding the negotiating process be raised with the Chief Executive of the Council. It was felt that previous meetings had been rushed and that not enough time had been set aside for the negotiation process.

Peter Dawson is unable to attend the meeting of the JNB on 04.01.05 – it was agreed that Andy McGiffin act as his deputy for this meeting.

Recommendation

Progress of the ALMO Joint Negotiating Body was noted and accepted.

7. Project Plan

The latest version of the project plan was presented to the Shadow Board with any amendments shown in blue text to highlight them.

Recommendation

The revised Project Plan was noted and accepted.

8. Any Other Business

A question was raised about the involvement of the Shadow Board with the appointment of an Anti Social Behaviour Co-ordinator within the Assistant Chief Executives Department. Although the work of this post will cut across all Departments, it is not specifically aimed at council tenants. The Shadow Board therefore have no need to be involved in the recruitment and selection process.

The meeting closed at 5.25pm

**Next Shadow Board Meeting
19th January 2005 at Europa House at 5pm**