

Northwards Housing – Riverways Panel meeting

Minutes of meeting held on 2nd November 2006

Community Room, Cariocca Business Park

Chair: Vera Salvatore

Present:

Vera Salvatore (VS)	Panel Member
Alice Needham (AN)	Panel Member
Sue Abbott (SA)	Panel Member
Marlene Garnett (MG)	Panel Member
Raymond Eaton (RE)	Panel Member (Vice Chair)
Pat Glazebrook (PG)	Panel Member
Ivy Graham (IG)	Panel Member
Michelle Blakeley (MB)	Board Member
Mick Loughman (ML)	Councillor
Rob Doherty (RD)	Local Services Manager
Mike Stevens (MS)	Director of Neighbourhood Services
Alison Foster (AF)	Head of Finance
Diane Roberts (DR)	Governance Officer
Siaran Coleman (SC)	Resident Involvement Officer

ITEM	SUBJECT	ACTION
1	Welcome and introductions	
1.1	Chair welcomed attendees and confirmed that meeting was quorate	
2	Election of Chair/Vice Chair	
2.1	<p>DR explained the process for elections of the chair/vice chair and handed out ballot slips.</p> <p>Elected chair –Vera Salvatore Elected vice chair – Raymond Eaton</p> <p>DR explained that due to the rotation of tenure of area panel members one of the panel members who were voted back on to the area panel at the AGM could get 3 years tenure and one would get a 2 year tenure. It was agreed that Pat Glazebrook would be reinstated on to the area panel for two years and Ivy Graham would be reinstated onto the area panel for three years.</p>	

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	<p>DR explained that all other area panel members would lose one year of their tenure i.e. those that were voted on for 3 years, would now be 2 years (as they had served one full year).</p> <p>DR mentioned to the panel that two residents have expressed an interest in becoming members of the panel, and that although there are no vacancies at present they could be considered as co-optees. RE said that he understood that the constitution stated co-optees would only be people with 'special interest'. DR read the section of the constitution for the benefit of other members. MG agreed that it would be good to co-opt people from areas that were less well represented. DR agreed to notify the people interested that there were no vacancies currently and to retain a list of people interested.</p> <p>MS stated that representatives of SHOUT had expressed an interest in being co-opted on to the panel. He asked for the panel's comments. VS stated that she had met them and felt they had been good for Harpurhey. RE asked if they would get full voting rights. MS confirmed that co-optees do not have voting rights. MB stated that she felt they were very aware of housing issues and that this would be of benefit to the panel.</p> <p>A vote was taken and it was agreed to co-opt a member from the SHOUT board to the area panel.</p>	
3	Apologies for Absences	
3.1	Ann McBride and June Hitchen sent their apologies	
4	Declaration of Interests	
4.1	None	
5	Minutes of Last Meeting – 05/10/06	
5.1	RE asked for an update on the environmental enforcement issue raised at the last meeting. MS reiterated that EO's contact staff from other RSL's where necessary. ML suggested that RE get in touch with environmental health if RE has a specific issue that isn't being addressed.	
5.2	Minutes agreed	Agreed

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5b	AGM minutes	
5b.1	AGM minutes agreed	Agreed
6	Matters Arising	
6.1	No matters arising	
7	Minutes of Board Meeting – 12/09/06	
7.1	VS asked what CPA meant. MS confirmed that CPA stands for Comprehensive Performance Assessment and is the inspection process that Manchester City Council are required to undertake. DR to add CPA to the Jargon Buster.	
7.2	Minutes noted	Noted
8	Minutes of Other Panel Meetings	
8.1	VS asked why Arthur Kay had attended other area panels, but not Riverways. MS replied that it was due to there having been insufficient agenda time and that he will be attending a Riverways panel in the future.	
8.2	Minutes noted	Noted
9	Sub Committee Updates	
9.1	VS noted that SHOUT are proposing to take over the 200 Estate and asked if this was likely to occur. MS confirmed that SHOUT had expressed an interest in taking over the estate, but that tenants on the 200 Estate were considering planning to put in a right to manage application in their own right. At a future date the two TMO's may merge.	
9.2	VS asked what Comino was. MS stated that it was the new housing management computer system, which was due to be introduced in January. He added that staff training was taking place at present.	
10	Rent Recovery Update	
10.1	AF explained the services provided by the rent recovery team:	

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10.2 10.3	<ul style="list-style-type: none"> • 18 rent recovery staff in Cheetham • Main aim to collect rent on behalf of MCC • 69% of Northwards tenants are in receipt of Housing Benefit • The team are looking for location to hold rent surgeries (if any Area Panel member has suggestions – contact DR or SC) • Debt Advice Officer is available to tenants and positive feedback had been received for the service • 160 tenants had signed up for the free debt advice service <p>RE asked that housing benefit surgery times be posted in Local Services Offices and other community buildings. AF agreed to do this and stated that the service was already advertised in libraries, surgeries etc.</p> <p>AF stated that Northwards was hoping to get a Welfare Advice Officer to provide tenants with assistance with tax credits, JSA, working families tax credit etc</p>	
11 11.1 11.2	<p>PLSM Update and Performance Management Report</p> <p>VS noted that there seemed to be a lot of asbestos works in void properties. MS replied that this was mainly in relation to DTC (artex). He also explained that the term ‘illegal occupier’ generally referred to people who have been “left in occupation” rather than what are generally referred to as “squatters”.</p> <p>The contents of the report were noted</p>	Noted
12 12.1 12.2	<p>HIP Environmental Works</p> <p>MS told that panel that Paul Maidment (PM) would be attending the next meeting with detailed costings and designs. DR/MS/PM had met with Groundworks to discuss training for area panels to assist them in identifying potential schemes. ML asked how far along the process the projects were at present. MS replied that the board had approved funding in principle for all projects in the programme. ML asked if it was still possible to complete the projects before the next financial year due to the delays. MS agreed that the process would need to be done differently next time, but that he was confident that schemes will be completed within this year’s programme.</p> <p>RE asked if there had been any progression with the Monsall scheme. MB stated that the problem was the land may not belong to Northwards and this requires further investigation.</p>	

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12.3	MG asked about a property in Delaford Walk. RD replied that Greig Lees was looking into the future of that property.	
12.4	ML asked about commencement dates for the environmental works. MS agreed that PM would bring that information to the next meeting.	
13	Chartermark	
13.1	The contents of the report were noted.	Noted
14	Training	
14.1	DR explained that the chairs of the area panels met to discuss ideas for progressing the area panels and came up with an idea to provide some training bi-monthly on a Saturday morning. As Saturday wasn't convenient for everyone, she suggested holding the training twice, once on a weekday afternoon and once on a Saturday morning. The panel agreed to the proposal to hold the training on two different days.	
14.2	DR handed out training programme for area panel members.	
15	Community Sponsorship Strategy	
15.1	The contents of the report were noted	Noted
16	AOB	
16.1	DR asked the panel to vote on the names for the Northwards newsletter. The area panel voted unanimously for 'Northwards Natter'	
16.2	IG mentioned she had been told that when the re-wiring is being done, tenants are responsible for making good the decoration. She felt that it should be Northwards. MS stated that he would look into it. AN commented that her property had been re-wired two years ago and had not required any redecoration.	
16.3	MG mentioned that it had been proposed to put the cabins for the Decent Homes works on Althorpe Street. She stated that the tenants were strongly against this as they had experienced problems when the cabins were sited there several years ago. MS replied that when cabins are needed there is a lot of discussion about where to place them to ensure the least disruption is caused. MG suggested the Cricket Club or behind the Catholic Club as possible alternatives.	
16.4	DR told the panel that next year, because of a potential clash on the last Wednesday of every month for some panel members it would be	

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	<p>helpful if the meetings could be brought forward to the 3rd Wednesday of every month. Proposed dates for next year's meetings were passed to area panel members. The panel agreed to the switch to the 3rd Wednesday of the month.</p>	
	<p>Date of Next Meeting</p> <p>29th November 2006 at 6.30pm at the Community Room, Cariocca Business Park.</p>	