

**Fourways Area Panel meeting
(Moston and Charlestown)**

**Minutes of meeting held at 1.30pm, 31st May 2006
The Community Room, White Moss Road Local Services Office**

**Vice Chair: John Ward
Chair: Allen Appleby**

Present:

Allen Appleby (AA)	Panel Member (Chair)
Trisha O'Reilly (TO)	Panel Member
Grace Choularton (GC)	Panel Member
Dorothy LeMoignan (DLM)	Panel Member
Carol Downes (CD)	Panel Member
Joan Fitzgerald (JF)	Dam Head RA (Board Member)
Pam Angelucci (PA)	Panel Member
Peggy Yuill (PY)	Panel Member
John Ward (JW)	Panel Member (Vice Chair)
Charlotte Grant (CG)	Kentmere Court TA (Observer)
Ann Ash (AnA)	Kentmere Court TA (Observer)
John Biggs (JB)	Charlestown T & RA (Observer)
Anne Duffield (AD)	Northwards Housing (PLSM)
Diane Roberts (DR)	Northwards Housing (GO)
Hazel Entwistle (HE)	Crosslee T & R A (Cooptee)
Rhonda Finlayson (RF)	Northwards Housing (RIO)

ITEM	SUBJECT	ACTION
1	Welcome and Introductions	
1.1	Introductions were made by everyone. A full Quorate was in attendance.	
2	Apologies for Absences	
2.1	Apologies were given by: Francis Carroll and Mavis Harris	
3	Declaration of Interests/Confidential Matters	
3.1	None Declared.	
4	Minutes of Last Meeting 26/04/06	
4.1	Approved as a true and accurate record.	

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<p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>Matters Arising</p> <p>The Resident Involvement Agreement is now completed. Copies were circulated to members.</p> <p>Under Item 6 – at the last meeting PY requested an updated Jargon Buster. She asked if this has been done. . AD agreed to speak to MS to get the Jargon Buster amended for circulation to members, after the inspection has taken place. A query was made about area panel members request to be sent contact details for other area panels. DR advised progress is being made on this. To be covered under Area Panel Development Item 14.</p> <p>Under Item 7 - at the last meeting MS agreed to give clarification on the query about the figure of £23.5 million shown in the minutes. DR explained the £20 million figure was the at least estimated figure of the improvement work but £23.5m is the actual figure.</p> <p>Under Item 12 - at the last meeting AD has been on a walk about on Dam Head estate. TO advised canopies erected on Crosslee were ones left over from another programme of works.</p> <p>Under Items 12 and 13 - PY queried start dates of contract. To be discussed under Agenda item 12</p>	
<p>6</p> <p>6.1</p>	<p>Minutes of Board Meeting</p> <p>The panel noted the minutes for the Board meeting held on 26/4/06.</p>	<p>Noted</p>
<p>7</p> <p>7.1</p> <p>7.2</p>	<p>Minutes of Other Panel Meetings</p> <p>The panel noted the minutes of Wilton Panel meeting for 4/4/06 The panel noted the minutes of Riverways Panel meeting for 29/3/06</p> <p>JW expressed concern at the low attendance recorded at Riverways meetings and asked if this fact may adversely affect Northwards' inspection star rating. DR assured members it would not, as Northwards can clearly show it is taking steps to address this. This covered under Item 14.</p>	<p>Noted Noted</p> <p>DR</p>
<p>8</p> <p>8.1</p> <p>8.2</p>	<p>Sub Committee Updates – PLSM</p> <p>AD circulated handouts to members, and verbally presented the summarised highlights.</p> <p>AD asked if members would prefer such a summary for sub committees rather than the full minutes. Members agreed to this.</p>	

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9	Performance Management Report	
9.1	AD advised members the information was not yet available for April but would be for next meeting. AD though explained that she could give some key local highlights in the PLSM update.	
9.2	AD explained that at a future meeting it may be that the panel wished to discuss which indicators it measures as the whole document is fairly big and members may not wish to look at all the information each month.	AD
10	PLSM Update	
10.1	AD's PLSM Report was summarised in a handout circulated to members. She explained it had been split into three areas: 1. Staffing levels – A new NSO is in post, there were no other changes. This NSO was currently in a temporary position but the post had been advertised and recruitment would be taking place in June/ July.	
10.2	2. Anti Social Behaviour training is continuing via the ASB Team. Training will end next week. They will address writing Action Plans and looking at Nuisance in a positive way. Mediation awareness training is to take place for the NSO's at the beginning of June.	
10.3	3. Accompanied viewing , where tenants view properties with an NSO is a more comprehensive service. In multi storey blocks caretakers and wardens will be given more information on what to do and what not to do. GC gave an example of elderly multi storey blocks where fire safety is an issue. JF queried training for TA representatives on Rehousing, and length of waiting lists. AD said Steve Amos, Rehousing Manager could do a presentation for the panel at a future meeting.	
10.4	AA queried a TA being given a community facility which would also be residential. AD advised she cannot give a TA an office that serves as both a residential and community property.	
10.5	Detail given on voids was on the handout provided. PY checked if voids on Dam Head and Crosslee can be separated. AD agreed this can be given for the next meeting. PY checked if all adapted properties can be shown. AA checked if Moston and New Moston, which are two separate areas can be given specific details, along with length of time the properties have stood empty. AD agreed to look at this,	
10.6	PY and GC have welcomed this idea. There are benefits of Tenant Representatives talking informally to new residents about the social	

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	<ul style="list-style-type: none"> • <u>Joint Venture Company (JVCo)</u> – the preferred partner is the Morrison group. They were assessed on quality and price on a 60:40 ratio. The panel that assessed the JVCo included tenants. The contract negotiation is currently in progress and the contractor will attend the Board in July to answer any final points. Northwards and City Council will both be using Morrisons. • <u>Framework Management Agreement</u> The following Contractors are the preferred partners. <ul style="list-style-type: none"> ○ <i>Work Package 1 (Window and door replacement)</i> Morrison Group Lord Group Wates Group Bramhall NW G and J Seddon ○ <i>Work Package 2 (Internal improvements and external repairs)</i> Bramhall NW Wates Group G and J Seddon Morrison Group Connaught <p>Northwards and Parkway Green will both be using these contractors.</p>	
<p>13</p> <p>1</p>	<p>Area Panel Development</p> <p>DR circulated papers detailing initial feedback from the Area Panel event on 13th May 06. DR explained that feedback will be summarised then all 3 Chairs from each Area Panel and the Chair of the Board will go through the feedback with staff and together they will develop an action plan. DR discussed ideas for panel development, including:</p> <ul style="list-style-type: none"> • Making the Terms of Reference simpler • Having a standard agenda item on resident involvement • Developing specific roles for each panel member <p>DR then gave each panel member a copy of the Code of Conduct to be read and signed by each panel member.</p> <p>DR gave each panel member a feedback questionnaire to complete relating to domestic arrangement of meetings.</p> <p>JF reminded members at January’s meeting it was agreed for an Area Panel newsletter to go out and for Area Panel members to be sent other panels contact details. JF said difficulty was caused by changes in Panel secretaries. and asked for a progress report. It</p>	

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	was suggested panel members volunteer their services to realise the newsletter.	Area Panel
14	Inspection Update – PLSM	
14.1	AD advised Inspection will start on 12/6/06. The inspection team will have a tour of the estates on the 7 th June and will carry out a briefing session for the executive team in the afternoon explaining what areas they will wish to explore further when they are on site.	RL RL/ACI
14.2	AD explained that she would give some further feedback at the June meeting but a result would not be available until later in the Summer.	AD
14.3	A member of the panel stated that they had got a letter inviting to a focus group during inspection. DR explained that only a certain number of tenants were needed and a wide representation was needed across the Northwards area which is why not every tenant had been asked to attend.	
15	Tenants Newsletter	
15.1	DR advised there will be a quarterly Tenants' newsletter,. Two tenants contacted Lou Mitchell about joining the Editorial Board following the last Area Panel meeting.	
16	Vacancies	
16.1	There is a vacancy for a co-optee,. Brian Fitzgerald from Crosslee will not be attending. A discussion ensued as to which area needs representation. Crosslee is covered, but Charlestown is not. JF made a proposal that the election be held. JB was nominated for Charlestown, and was unopposed. He was seconded, a vote was taken and he was unanimously elected to serve the same term as Daniel Ilisevic.	
17	Any Other Business	
17.1	JF proposed a Report be written and presentation given at the next Area Panel of the Blackley in Bloom initiative, as this is part of the Fourways Area Panel's work.	JF/AD
17.2	JF advised she can arrange with AD to get LAP meetings and Ward meeting papers sent to members	JF
17.3	JF advised tenant groups that intend doing work that involves young people require CRB checks. It was agreed RF is to check the correct procedures through necessary .	RF

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17.4	Manchester Gardening Competition Application forms were circulated. RF advised tenant groups will be sent nomination forms soon.	Northwards
18 18.1	Date of Next Meeting The time and date of the next meeting will be 1.30pm on 28 June, 2006 at White Moss Road Local Services Office.	