

**Northwards Housing - ALMO Board Meeting
Hexagon Tower Board Room**

Tuesday 16th January 2007 at 6:30pm

Chair: Ade Alao

Present	Ade Alao (AA)	Board Member
	Richard Lockwood (RCL)	Board Member
	Fatima Adamjee (FA)	Board Member
	Joan FitzGerald (JF)	Board Member
	Anna Trotman (AT)	Board Member
	Harvey Norton (HN)	Board Member
	Rachel Christie (RC)	Board Member
	Michelle Blakeley (MB)	Board Member
	Eric Hobin (EH)	Board Member
	June Hitchen (JH)	Board Member
	Martin McKeivitt (MM)	Board Member

In Attendance	Robin Lawler (RL)	Chief Executive
	Mike Stevens (MS)	Director of Neighbourhood Services
	Steve Wood (SW)	Director of Business Services
	Larry Patrick (LP)	Director of Property Services
	Claire Tyrrell (CT)	PLSM – Cheetham Hill
	Hayley Mardy (HM)	PA to Chief Executive (Minutes)

ITEM	SUBJECT	ACTION
1	Welcome and Introductions Quorum confirmed.	
2	Apologies for Absence Apologies given by: Susan Ratchford Rachel Christie – arriving late June Hitchen – arriving late	
3	Declaration of Interests/Confidential Matters/ Equality & Diversity Matters Arising There were no declarations of interest. Items 7, 8a, 8b, 9a, 9b, 12a, 12b are confidential.	

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	All Equality & Diversity matters would be covered under relevant items.	
4	<p>Minutes of Previous Meeting</p> <p>With a correction to Item 7a noting that the recommendation had not come from Resource & Governance Sub Committee the minutes of the meeting held on 12th December and subsequently confidential minutes of the same date were approved as a true record.</p> <p style="text-align: right;">Approved</p>	
5	<p>Matters Arising – 14th November Minutes</p> <p>11b Customer Satisfaction Survey MS reported that this will be taken to the Neighbourhood & Quality Services Sub-Committee in April, followed by a report to the Board in May.</p> <p>12a Procurement & Property Sub-Committee Minutes 25 October. MB reported that Membership of Framework Groups is an item on the agenda for the Riverways Area Panel on 17th January.</p> <p>12b Miscellaneous Property Strategy LP reported that he had received a draft report which will be taken through the Procurement & Property Sub-Committee on 31st January and then to the Board in March. LP reported that he had visited the demolition site on Dam Head. One block has already been demolished and the second one is half way through the process. EH reiterated his concerns about the health and safety compliance of the equipment that has been used throughout the demolition process and this was noted by the others.</p> <p>13d Retirement Policy RL reported that a report on the Retirement Policy is an item on the agenda for the HR & Equality Sub-Committee which will be held on 30th January.</p> <p>Matters Arising – 12th December Minutes</p> <p>6a Involvement of Residents LP reported that the postcode search facility is still proposed to be up and running by the end of January. MB suggested that when letters are sent out, would it be possible to put a list of improvements to the estates within the letter as some people do not have access to a computer. RL advised that the letter will have a contact number, should people not be able to access the system. SW reported that the alteration had been made on the programme information which is available on the website by estate.</p>	<p style="text-align: right;">RL</p> <p style="text-align: right;">LP</p>

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	<p>10 Business and Delivery Plan SW reported that a tenant consultation meeting has been planned for Saturday 10th Feb. It was agreed that MS would inform the Area Panels of this.</p> <p>12c Asbestos Management Plan LP reported that the intranet has been updated with the new plan.</p> <p>12d Stock Option Appraisal – One Miscellaneous Property LP reported that the property has been passed to the relevant officer within the Council to progress.</p> <p>12e Asset Management Strategy and Action Plan LP reported that there is no immediate action on this.</p> <p>13a Resource & Governance Sub-Committee Minutes 28 November 2006 SW reported that Internal Audit reporting will be an area of discussion at the Resource & Audit Sub-Committee on 30th January.</p> <p>14a HR & Equality Sub-Committee Minutes 28 November 2006 RL reported that Tara Kelly, Equality & Diversity Officer is arranging to meet with June Hitchen as Board Equality Champion. RL reported that LMcB is currently looking at strategies to increase more diversity in job applications.</p>	<p>MS</p> <p>SW</p> <p>RL/TK</p>
6	Involvement of Residents	
	There were no minutes from the Area Panels, as no meetings being held in December. There were no other issues to consider.	
7	Governance Review	
a	Area Panel Constitution - See Confidential Minutes.	
8	Strategic Issues	
a	Letter to DCLG Update – See Confidential Minutes	
b	Property Strategies – See Confidential Minutes	
9	Inspection Update	
a	Audit Commission Housing Inspection – See Confidential Minutes	
b	Draft Inspection Action Plan – See Confidential Minutes. JH joined the meeting at 7.45pm.	
10	Procurement & Property Sub-Committee	
	The Procurement & Property Sub-Committee did not meet in December so there were no specific items.	

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11	Resource & Audit Sub-Committee	
	The Resource & Audit Sub-Committee did not meet in December so there were no specific items.	
12	Human Resources & Equality Sub-Committee	
	The HR & Equality Sub-Committee did not meet in December but two issues required the consideration of the Board.	
a	Strategic Asset Management Staffing - See Confidential Minutes	
b	Organisational Review – See Confidential Minutes	
13	Neighbourhood and Quality Services Sub-Committee	
	The Neighbourhood & Quality Sub-Committee did not meet in December so there were no specific items.	
14	Relations with the Council	
	RL reported there were no current matters to report.	
15	AOB	
	RL and AA reported they had received no items prior to the meeting. There were no items to report.	
16	Date of Next Meetings	
	Board training Tuesday 13 th February 2007. SW reported that he is unsure of the progress on the training plan due to Diane being off sick, but that he would update the Board in due course. Board Meeting Tuesday 13 th March 2007	SW/DR
17	End of Meeting	
	The meeting closed at 8.20pm	