

 <p>Northwards Housing North Manchester's Council Homes</p>		Report to: Northwards Housing Board 8 th May 2007		Item No: <h1>7b</h1>	
Title:		Annual General Meeting and Elections			
Date:		26 th April 2007			
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Confidential:		No			
For: (Please tick action required)		NOTING	DISCUSSION	APPROVAL √	
PURPOSE OF REPORT					
To advise the Board of proposals and arrangements for the Annual General Meeting and elections.					
RECOMMENDATION					
The Board are requested to approve the mode and manner of the elections, including the drawing of lots at this meeting if required, agree the revised date and venue and note the proposed publicity and agree to participate in the Open Days.					
IMPLICATIONS					
Equality & Diversity:		The election process must be accessible and fair to all.'			
Financial:		None directly			
Staffing:		None directly			
Decency Target:		None directly			
Governance:		The Articles of Association must be adhered to. This demonstrates that the Board have made suitable arrangements.			
Risk Assessment:		None directly			

Equality & Diversity Implications (Please tick where relevant):

BME	<input checked="" type="checkbox"/>	Lesbian/Gay/Bisexual/Transgender	<input checked="" type="checkbox"/>
Gender	<input checked="" type="checkbox"/>	Single Parents	<input checked="" type="checkbox"/>
Age	<input checked="" type="checkbox"/>	Domestic Violence	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Alcohol/Drug Mis-users	<input type="checkbox"/>

Consultation/Consideration:

	Yes, No or N/A:	Name:	Date:
Sub-Committee:	N/A		
Area Panel:	N/A		
Task Groups:	N/A		
Ward Councillors:	N/A		

Background

Northwards' Articles of Association require two Tenants and one Independent Board Member to retire at this year's Annual General Meeting.

The Board are required to agree the mode and manner of elections. The key elements of this are proposed below

Proposal

1. Date and Venue and Format

- It is proposed that the date is changed to **6 September 2007 at 6.00pm**. The original date coincides with Ramadan.
- The proposed venue is **Waterloo Centre**, Cheetham Hill.
- A **working group** will be established to agree the format and content of the AGM.
- It is proposed though that the framework will include reports (in some form) from each Sub-Committee, Area Panel and area of the business together with a report from the Chair and the Chief Executive.
- The target date for the Annual Report is to get it out at the same time as the AGM.

2. Election Process

- It is proposed that **lots are drawn** to establish which Board Members are required to retire, unless there are enough voluntary retirements. Members have been made aware that this may be necessary and the Board are asked to **agree and implement this at this meeting**.
- Tenants will be informed of the election and Annual General Meeting through the June edition of **Northwards Natter**. This will include nomination forms.
- It is proposed that candidates should be **proposed and seconded** by two other Northwards tenants (not relatives).
- Candidates will be required to complete an **application form** and prepare a written statement. **Independent support** will be provided. A **recruitment pack** will be provided.
- Candidates must confirm that they meet Northwards **criteria**.
- A **postal ballot** will be carried out in-house should this be necessary and will be adjudicated by an independent person.

3. **Publicity**

- It is proposed that **Open Days** will be held across the Summer where interested parties can meet with current Board and Area Panel members (to also accommodate Area Panel AGM's).
- **Northwards Natter** will provide initial publicity as above
- An advertisement will be placed in **local newspapers**
- Area Panel and Tenant and Residents Associations will be asked to **circulate flyers**
- **Local Area Offices** will display posters
- Northwards **website** will run articles and news
- **Targeted** advertisements will be produced for the Independent Member vacancy

Recommendation

The Board are requested to;

1. approve the mode and manner of the elections, including the drawing of lots at this meeting if required;
2. agree the revised date and venue;
3. note the proposed publicity and agree to participate in the Open Days.

Board Member Criteria

Northwards Board believes that staff, Board Members, and Area Panel Members, as well as residents, want to be associated with an organisation that publicises and upholds its values. The criteria below has been set to ensure that the Board and Area Panels give tenants of homes managed by us and other customers confidence in our organisations management.

Applications cannot be considered by people who have or are:

- Rent arrears or other housing-related debt of more than £100 and no satisfactory arrangement to pay
- Former tenant with a legal possession order against you
- Former tenant who did not end the tenancy according to the agreement
- Behaviour which spoils(t) the peaceful enjoyment of residential dwellings, or you are/were violent to or threatened your Landlords staff or agents.
- An unspent conviction for a community offence or are the subject of an Anti Social Behaviour Order or other civil restraining order and we believe you are a significant risk to the community.
- You live with a person in one of these categories.
- Tenant Board Members must be a current tenant of Northwards Housing.