

Riverways Area Panel

Date: 18 February 2009

4.00pm – 5.30pm

Venue: Cariocca Business Centre, Miles Platting

Chair: Kath Hope

MINUTES

Attendance:

Kath Hope (KH)	Panel Member
Alice Needham (AN)	Panel Member
Pat Glazebrook (PG)	Panel Member
Barbara Grey (BG)	Panel Member
Rose McCarton (RM)	Panel Member
Ann McBride (AM)	Panel Member
Marlene Garnett (MG)	Panel Member
Fred Steadman (FS)	Panel Member
Julie Barton (JB)	Panel Member
Edith Webster (EW)	Panel Co-optee
Larry Patrick (LP)	Director of Property Services
Emma Foster (EF)	Head of Neighbourhood Services (Riverways)
Rob Doherty (RD)	Local Services Manager
Dave Collier (DC)	Repairs Services Manager
Andy Wood (AW)	Head of Responsive and Planned Repairs
Keith Edgeley (KE)	Project Surveyor (Environmental Works)
Matt Jarratt (MJ)	Home Improvements Service Manager
Dave Jones (DJ)	Voids Manager
Andrew Steele (AS)	Environment Officer
Sharon McBride (SM)	Resident Involvement Officer (Riverways) – Minutes

Item	Description	Action
1	a) Welcome and Introductions KH welcomed all attendees. b) Confirm Quorate Meeting was Quorate c) Meeting Rules KH drew attention to the meeting rules and announced that this would be discussed further on under item 12a.	
2	Apologies for Absence	
2.1	None	
3	Declaration of Interests/Confidential matters	

3.1	None	
4	Minutes of the last AGM and last meeting – 19 November 2008	
4.1	Agreed as a true record	
5	Matters Arising	
5.1	5.1 AS gave a report on the proposal to host three ice-skating events within the Riverways Area. The dates suggested are the Easter holidays 15/04/09 – 17/04/09. Potential locations include; Briscoe Lane Primary, Holy Trinity Primary and St Augustine's C of E Primary. The cost of each event would be £1700 but there would be a possibility of negotiating a discount. AS gave a breakdown of what is included in the cost. EF added that Neighbourhood Wardens and PCSOs would also be on hand to facilitate. ML was concerned that the proposals only included certain areas and did not cover other parts of the Riverways Area such as Ancoats. EF explained that they are trying to target families and there are a substantial number of these in the areas suggested. EF also affirmed that the events are open to anyone who would like to attend. EF said asked Panel if they agree to progress the proposal and make the arrangements. The proposal was carried on a show of hands.	EF
5.2	13.1 EF confirmed that Tony Dalton (Neighbourhood Warden Manager) will be attending the next Panel meeting to give an update.	
5.3	7.2 Issues with Heating – KH said this would be discussed within the agenda	
5.4	11a Confidential	
6	Inspection Update – Larry Patrick	
6.1	LP reported that on 12/02/2009 a formal announcement regarding the outcome of the Audit Commission Inspection was made. Northwards Housing achieved a 3* result with excellent Service and excellent prospects for improvements. LP said that this is an excellent result, but excellence is not perfection and there are still things Northwards could do better and these are already being addressed. Congratulations were expressed to all tenants, residents and staff who helped in achieving the excellent result.	
7	Business and Delivery Plan Update – Emma Foster	

7.1	EF reminded the Panel about the Business Plan Event conducted by Steve Wood Director of Business Services that took place at the Waterloo Centre last month. EF reported that work is progressing with the plan and a report will be going to the Board in March. This will then be circulated to Area Panels with actions identified.	
8	<p>Repairs Quarterly Update - Andy Wood – Empty Homes Standard</p> <p>8.1 As repairs are reported quarterly no reports this month.</p> <p>8.2 AW introduced Dave Jones who is the new Voids Manager. AW referred the Panel to the “Empty Homes Standard” which was issued at last month’s Panel meeting and asked for comments to update the document. These were the following comments: ML – Regarding electricity supply to properties. ML asked about time limits for the work to be carried out. AW affirmed that an appointment is made with the tenant to ensure there is a supply the day before or on the day the tenant moves in. LP added that we should ensure a supply of both where appropriate. BG – Re: Decoration - “B&Q Vouchers” – this to be changed to “Johnstones” vouchers. AW explained the procedure about tenants moving in to a property where the decent homes works has not yet been done. LP added that Northwards are now coming to the end of the decent home works 2006 – 2010. LP– Re: Tenants Improvements – LP explained the wording of this section and added that if a structure is not sound it will be replaced. EF – Re: When you have moved in – EF confirmed that once a property has been let, a “post-let visit” is carried out after four weeks to pick up on any problems that may not have been identified at the time of let. MG – Re: Criteria on returning property when someone dies. EF said they look at individual cases but it is generally two weeks but will try to help with the process to make it as easy as possible.</p>	
9	<p>Environmental Works Update 2008 – Matt Jarrat/Emma Foster</p> <p>9.1 MJ gave an update on the progress on schemes. MJ reported on schemes that are now 100% complete and also on schemes that have been approved.</p> <p>9.2 The Eastmoor Drive and Stanfield St Schemes are ready to start and will run at the same time.</p> <p>9.3 Kingsbridge Play Area – Northwards has completed 2 designs and are currently in consultation with residents to see which one they prefer.</p> <p>9.4 Troydale Play area – MJ said he had brought plans with him for Panel to see. It also needs another £15,000 of funding, if the scheme</p>	

9.5	<p>is to go ahead with posts at either end of the play area. MJ said the proposal needs to go to Planning Permission.</p> <p>Anita St Ancoats – ML commented that this scheme has been on the table for a long time and wants to be updated on this. EF affirmed that the funding has been set aside for this project. EF will ask Paul Maidment to update at next meeting.</p>	EF
9.6	Hiller St North – scheme no longer required	
9.7	Monsall Estate – project has been re-designed.	
9.8	MJ gave an update of the financial summary of the budget for environmental works and that there is a difference of £10,429.04 available from the original costs predicted.	
10	<p>Environmental Works Programme – Emma Foster</p> <p>10.1 The Panel had previously been on a bus tour of the proposed works so they could make a judgment on these proposals. EF asked the Panel to bear in mind that the meeting to make the decisions on these works will take place on 25/02/2009. When making these decisions, the Panel will need to prioritise the works for year 1 and year 2.</p>	
11	<p>LSM update – Robert Doherty</p> <p>RD distributed the LSM report and went through the key cases of Anti Social Behaviour Cases. RD also reported on the status of voids. RD informed the Panel that Environment Officers Ann Knott and Janet Parkinson have had their patch areas amended and will commence working in the new patches from 23 February 2009.</p>	
12	<p>Community Update – Kath Hope/Sharon McBride</p> <ul style="list-style-type: none"> a) Area Panel Chairs Meeting – January 2009 – KH reported on the meeting that she attended and had concerns that the meeting rules were sometimes not being followed as there had been occasions where members had not spoken through the Chair. EF clarified the meeting rules. b) Revolve – SM to issue March edition next month to Panel c) Observers – None d) Attendance update – covered in item 5.4 e) Tenant Conference update – SM updated Panel, it is not called Tenant Conference anymore, but “Northwards Events”. They have 5 planned for this year. 1) Northwards Conversation March 4 at Sheridan Suite, 2) International Themed Event in May in Crumpsall/Cheetham Area, 3) Cohesion event in July in Harpurhey area 4) Involvement Event in Sept in New Moston Area and 5) AGM and NorthAwards in October. 	

	f) Wilton Panel Study Visit – SM asked Panel members if they would like to attend. PG, AM, FS and BG confirmed.	
13	Quarterly Performance Management Report – Emma Foster	
13.1	EF will update at the next meeting as the report was not available at the meeting.	EF
14	AOB	
14.1	MJ reported that due to problems arising from the communal heating thought to be due to a power cut but upon inspection it was found that this was due to clocks being set to turn off between midnight and 5am and radiators needed bleeding. This has now been rectified. The surveyors have been out to all communal properties to identify problems and correct any faulty timers.	
	Date and time of next meetings	
	<ul style="list-style-type: none"> a) Riverways Area Panel meeting – Wednesday 18 March 2009 – Cariocca Community Room. b) Northwards Conversation – Wednesday 4 March Sheridan Suite, 12 – 2pm or Wednesday 4 March Board Room Hexagon Tower, 6pm – 8pm c) Environmental works 25 February 2009 at Cariocca Centre at 3.30pm – 5.30pm 	

Meeting closed at 5.45pm