

Northwards Housing Panel Meeting Minutes

Panel: Wilton

Date: 04 May 2010

6.30 p.m. to 8.30 p.m

Whitemoss Road Local Services Office, Community Room

Chair: Anne Heywood

Attendance:

Anne Heywood (AH)	Panel Member (Chair)
Charles Taggart (CT)	Panel Member (Vice-Chair)
Jim Burke (JB)	Panel Member
Mavis Wilkinson (MW)	Panel Member
Mark Bainbridge (MaB)	Panel Member
Janice Fitton (JF)	Panel Member
Brian Nuttall (BN)	Panel Member
Cllr Ken Barnes (KB)	Panel Member
Tunde Martins (TM)	Co-optee
Carol Connolly (CC)	Co-optee
Jacqui Tomlinson (JT)	Local Services Manager
Claire Tyrrell (CMT)	Head of Local Services (Wilton)
Danny Whitelock (DW)	Repairs Services Manager (Wilton)
Elliot Simm (ES)	Home Improvement Services Manager (Wilton)
Julie Goreham (JG)	Resident Involvement Officer (minutes)

From 6.00pm refreshments were provided and officers were available to answer questions. The meeting commenced at 6.30pm.

Item	Description	Action
1	Welcome and introductions	
1.1	a) AH welcomed attendees to the meeting.	
1.2	b) Quorate was confirmed.	
1.3	c) AH explained the meeting rules.	
2.	Apologies for Absences	
2.1	Apologies had been received from Steve Kirkham, Sue Ratchford and Samuel Jacob.	
3.	Declaration of Interests/Confidential Matters	
3.1	There were no declarations of interest and no confidential items would be discussed.	
4.	Minutes of last meeting 02 February 2010	
4.1	The minutes were approved.	
5.	Matters arising	
5.1	5.2 – JG circulated copies of the draft flier. It was suggested that a	CMT

	banner could be a possible alternative. MaB liked the leaflet. AH asked about delivery and CMT explained that the Wardens would distribute them in immediate areas to the works. KB asked for a 2-3 page flier with different schemes listed. CMT will obtain costings. TM asked about using slogans consistently. CMT suggested that panel members could write a booklet.	
5.2	6.4 – JB clarified that his comments were regarding activities for young people with special needs/disabilities.	
5.3	7.1 – MaB asked for feedback on staff sickness. CMT suggested a report was brought from HR about their action plan to deal with long term sickness.	CMT
5.4	11.2 – CMT explained that prize draw winners could still win even if they refused to have their photograph taken. None had refused to have it taken to date. MaB expressed concern that the word “must” was used. CMT explained that the language used would remain the same but that no-one would be forced to have their picture taken.	
5.5	10.1 – DW had looked at the July figures and could not see a trend in them.	
5.6	14.1 – CT asked what the ‘additional works’ were. ES explained that these were drainage works.	
5.7	14.5 – ES explained that increased costs could be in response to the fact that the scheme was carried forward from the previous year, or the work that was carried out may have been more than that proposed by the original budget – renewal instead of repair, or metal fencing instead of wooden.	
5.8	14.4 – MaB had spoken to ES and Steve Martin – the barriers had been put in the wrong place and this is to be corrected.	
5.9	8.1 – AH asked when Lee Dobbins would be attending a meeting. CMT explained that he had been invited to attend the June meeting but could not come on this day. The panel discussed the timing of the June meeting and agreed to move the meeting to the 8 June. CMT will invite Lee Dobbins to this meeting.	CMT
6.	Community Update	
6.2	b) JG distributed the dates of the Tea-mobile events taking place in the Wilton area. KB pointed out that Eastlands estate should now be referred to as Rosewood Estate. JT apologised for this.	
6.3	c) CMT gave an update on progress of the Excellence Committee which had met three times, created a constitution and would be carrying out a practice session. They next meet in June. A skills audit will be carried out and more training will take place. The committee will begin reviewing services from late this year/early next year.	
6.5	e) JG explained that the tenants conference and AGM would take place on 14 October and asked for volunteers to help plan the events. The first meeting will take place on Monday 24 May, 2pm at the Cheetham Office. CT and JB volunteered.	
7.	TSA Update	
7.1	CMT reminded the panel that the TSA had gone live on 1 April and that all social housing providers are now called ‘Registered Providers’. Northwards is regulated via Manchester City Council. Copies of the TSA’s Regulatory Framework were available for panel members to take away. More information will be brought to the panel	

	on the 'local offer' in the near future.	
7.2	JB informed the panel of the new scheme for vulnerable tenants to have a named contact at the Customer Service Centre. CMT explained that it is a pilot scheme, and referrals should be made through the Neighbourhood Services Officer.	
8.	Relationship with TRA's	
8.1	JG explained that the Area Panel members who had attended the 'effective meetings' training had expressed interest in getting the area panels and tenants and residents groups working more closely together. Members of the Resident Involvement Forum would like to get the tenants and residents groups together. CMT suggested that the excellence committee, panels and tenants and residents groups could all meet up. AH felt that they would benefit from sharing ideas and understanding each others roles. CMT suggested that it should be resident led and asked for volunteers. AH, MW and CT volunteered. Officers will put volunteers in touch with one another and then book a room once residents had picked a date.	AH/MW/CT
9.	Repairs Update (Danny Whitelock)	
9.1	DW reported that the excellent figures from the last month had not all been maintained.	
9.2	JF reported that the online repair reporting was still not working. DW will look into it.	DW
10.	Major Works Update (Elliot Simm)	
10.1	ES reported that the Waterloo Road East scheme would be completed w/c 3 May.	
10.2	ES reported that the Temple Square/Queens Road scheme had been put back due to some access issues. AH asked about whether a property that still needs windows will receive them as part of the kitchen/bathroom works programme. EH felt this would probably be included with a Blackley windows scheme.	
10.3	JB asked about outstanding bathrooms on Longton Road. ES explained that this might be added onto a current scheme but that there would also be a "mopping up" scheme for outstanding properties at the end of the works programme.	
10.3	ES reported that the Higher Blackley/Planthill windows scheme is almost complete. There are some issues with properties on French Barn Lane as the door manufacturer had gone into administration.	
11.	Environmental Works Programme (Elliot Simm/Claire Tyrrell)	
11.1	CMT reported that the Printon scheme would start on 10 May, and Boothroyden would begin after this scheme.	
11.2	The Temple garden scheme is set up to go. JG explained that the bollard scheme AH had requested would cost around £600-800. The panel approved this being linked in to the garden scheme.	
11.3	Paul Hallworth is drafting up plans for the Crumpsall scheme.	
11.4	Acre Top have been on a walkabout with Groundwork to look at the scheme there.	
11.5	The garden contracts are being agreed then the Chain Road scheme will be looked at. MaB to be involved, but the scheme will roll forward until the compound has been moved.	

11.5	An artist will work with residents as part of the Waterloo Road East scheme.	
11.6	The Heaton Park Road/Victoria Ave scheme is with Planning.	
11.7	The Shaftesbury scheme looks to be coming in under budget at £39,000.	
11.8	CMT suggested the panel consider what money is left next month and discuss other schemes.	
11.9	CMT explained that the Cheetham Environment Team is now in place as part of the Future Jobs Scheme. They will get involved in projects, for example they will clear and pave Redlynch Walk. A scheme had been proposed to erect fencing at the corners of the site. This would cost around £4,500, with the Environment Team carrying out the labour for free so the scheme would cost less. If the panel approved the scheme in principle residents would be consulted. The panel discussed the scheme and agreed to put it to the residents for consultation.	
11.10	JB asked if the panel would approve the Longton Road grass verge scheme. The panel approved this.	
11.11	MaB asked to be kept informed of the dates of the Alconbury gates scheme.	CMT
12.	LSM Update (Jacqui Tomlinson)	
12.1	JT updated the Panel on void and ASB issues.. JT informed the Panel of the revised Neighbourhood Service Officer patches.	
12.2	JT informed the panel that there are four properties available in Liverton Court for over 65s or those on higher rate DLA and asked panel members to pass this information on to anyone who they know who might be interested.	
13.	Any Other Business	
13.1	None raised.	
	Date and time of next meetings	
	a) Tuesday 8 June, Cheetham Local Services Office	

Meeting closed at 7.50pm