



BLACKPOOL COASTAL HOUSING

**MINUTES OF THE SHADOW BOARD MEETING
HELD ON WEDNESDAY 26TH JULY 2006
AT 5.50PM, PROGRESS HOUSE**

PRESENT:

Non-Executive Directors - Independent

Ron Bell JP
Michael Buchanan
Pat Corless
Iris Oldham

Council Nominee Directors

Cllr Kathryn Benson
Cllr Michael Carr
Cllr Lilly Henderson MBE
Cllr Jim Houldsworth
Cllr Kath Rowson

Tenant Directors

Irene Bishop
Gwen King
Bill Rogers
Alison Stringer

Leaseholder Director

Doreen Wightman

IN ATTENDANCE:

Peter Jefferson	General Manager Designate
Maggie Cornall	Head of Housing Services Designate
Peter Whittaker	Company Secretary Designate
Peter Cross	Independent Consultant
Scott Dorling	Trowers & Hamlin – Legal Consultants



	PART A – OPEN MEETING
1	Apologies Apologies were received from Alan Marsh and Cyril Holland.
2	Declarations of Interest There were no items of interest declared
3	Minutes of the Meeting of 12th July 2006 The minutes were approved as a true record.
4	Matters Arising
A	It was agreed that the style of minutes now presented should be used in future.
B	It was noted that Neil Jack is to be appointed as Head of Finance following his interview by a panel comprising of Peter Jefferson, Irene Bishop, Pat Corless, Alan Marsh and Mike Hanson, Director of Finance. Neil Jack will attend the next Shadow Board Meeting.
C	It was noted that a meeting is to be held in August from which it is expected that clarification will emerge of the position on possible conflicts of interest that may arise from a person being both a member of the Tenant Liaison Forum and a Non-Executive Director of BCH
5	Company Law, Board & Director Responsibilities & Accountability & the Constitution – Memorandum & Articles of Association Information was provided by Scott Dorling from Trowers & Hamlin, BCH legal consultants, on matters of company law, Board and Director responsibility and accountability and the Memorandum and Articles of Association, copies of which were provided to the Board. Peter Jefferson confirmed that Blackpool Coastal Housing will arrange its necessary insurance cover through the services of Blackpool Council's Insurance section at least until a review of all existing Service Level Agreements takes place ready for the new 2007-08 financial year. The issue of Directors' Liability cover would be taken up with them.
A	It was noted that the Memorandum and Articles of Association are to be considered for adoption at the next meeting of the Board on 9 th August 2006.
6	Board Member / Officer Protocol Peter Cross presented information on the nature, purpose and main elements of the Protocol, copies of which were provided to the Board. He explained that additions and omissions could be made to the document and asked that any suggested amendments should be passed on to Peter Whittaker prior to the next meeting.
A	It was noted that the Protocol is to be considered for approval at the next meeting of the Board on 9 th August 2006.



<p>7</p>	<p>The Delivery Plan 2006 – 2008</p> <p>Maggie Cornall provided a presentation on the purpose, use and main elements of the Delivery Plan, copies of which were distributed.</p> <p>A It was noted that the Delivery Plan is to be considered for approval at the next meeting of the Board on 9th August 2006.</p>
<p>8</p>	<p>Future Board Meeting Agendas – July to October 2006 – Draft Proposals</p> <p>A draft programme of future Board Meetings and agenda items was considered.</p> <p>A It was agreed that the proposed programme should be approved generally with the exception of the meeting and site visits proposed for 4th October 2006. This is now to be arranged for the afternoon of Thursday 14th September 2006, prior to the joint training session and meeting with the Overview & Scrutiny Committee.</p>
<p>9</p>	<p>Any Other Business</p> <p>None.</p>
<p>10</p>	<p>Date and Time of Next Meeting</p> <p>Wednesday 9th August 2006, at 6.00pm, Progress House. Refreshments will be available from 5.30pm onwards.</p>
<p>11</p>	<p>Meeting Closed at 8.10pm</p>