

**BLACKPOOL COASTAL HOUSING  
SHADOW BOARD INFORMAL MEETING**

**WEDNESDAY 14 JUNE 2006 AT 6-00 PM  
(Refreshments Available From 5-30pm)**

**CONFERENCE ROOMS 5 & 6 PROGRESS HOUSE**

**AGENDA**

1. Apologies
2. Welcome and Introductions – Peter Jefferson
3. Exploring Skills and Abilities – Maggie Cornall
4. Board Administration and Future Meetings – Peter Whittaker

Proposed, possible dates for future meetings have been identified as follows:

Tuesdays - 4<sup>th</sup> July, 18<sup>th</sup> July,  
Tuesdays - 1<sup>st</sup> August, 15<sup>th</sup> August, 29<sup>th</sup> August  
Tuesdays - 12<sup>th</sup> September, 26<sup>th</sup> September,  
Tuesdays - 3<sup>rd</sup> October, 17<sup>th</sup> October, 31<sup>st</sup> October

In the long term it is proposed that the Board will meet every two months but in the initial, induction phase of their work Board Members will need a wide range of information and training. They will also need to consider and approve a wide range of business matters to formally bring Blackpool Coastal Housing into being.

The programme outlined above is designed to provide scope for that by the end of September. The October dates have been identified for any necessary extension to the induction programme and also as possible dates for the first meeting of the Board in its “live” rather than shadow capacity.

The introductory information and training programme will include:

- The Current Context of Housing
- Company Law and Accountability
- Finance Issues
- Equality and Diversity Issues

Formal matters for consideration include:

- Adoption of the Memorandum and Articles of Association of the company
- Adoption of Financial Regulations and Procurement Procedures
- Determination of the specialist Sub-Committee structure
- Approval of the Delivery Plan and Management Agreement

5. Selection Arrangements for Independent Members – Peter Cross
  - Shortlisting - proposed for the morning of Friday 16<sup>th</sup> June
  - Interviews - proposed for Thursday and/or Friday 22<sup>nd</sup> and 23<sup>rd</sup> June

## 6. Any Other Business

### **PLEASE NOTE**

- There are no other formal papers to be distributed in advance of the meeting
- In view of the need to agree future meeting dates would Board Members please bring their diaries to the meeting

- **Access to Progress House**

Please come to the main Housing & Social Services public entrance to Progress House. Although the office is closed to the public from 5-00pm onwards there will be members of staff on hand from 5-15pm to 6-00pm to let Board Members in and take them down to the meeting room.