



BLACKPOOL COASTAL HOUSING LIMITED

MINUTES OF THE SHADOW BOARD MEETING

**HELD ON WEDNESDAY 9TH AUGUST 2006
AT 5.50PM, PROGRESS HOUSE**

PRESENT:

Non-Executive Directors - Independent

Ron Bell JP
Pat Corless
Alan Marsh
Iris Oldham

Council Nominee Directors

Cllr Michael Carr
Cllr Lily Henderson MBE
Cllr Jim Houldsworth
Cllr Kath Rowson

Tenant Directors

Irene Bishop
Gwen King
Bill Rogers
Alison Stringer

IN ATTENDANCE:

Maggie Cornall	Head of Housing Services Designate
Neil Jack	Head of Finance Designate
Peter Whittaker	Company Secretary Designate
Peter Cross	Independent Consultant
Mike Gaskell	Trowers & Hamblins – Legal Consultants



	PART A – OPEN MEETING
1	Apologies Apologies were received from Cllr Kath Benson, Michael Buchanan, Doreen Wightman, Cyril Holland and Peter Jefferson.
2	Declarations of Interest There were no items of interest declared.
3	Minutes of the Meeting of 26th July 2006
A	The minutes were agreed as a true record.
4	Matters Arising
A	Item 4 –Trowers & Hamlins will look into the options for resolving any conflict of interest that may arise when a Tenant Director is also a member of the Tenant Liaison Forum (TLF).
B	Item 5 –Peter Whittaker and Neil Jack are attending a meeting with the Insurance Team to discuss issues raised and will report back at the next meeting.
C	Item 8 - Directors were asked to indicate whether or not they would be able to attend the meeting arranged for the afternoon of Thursday 14 th September 2006 at the Town Hall. A second session will be held for those unable to attend because the subject of the meeting, Maintenance and Decent Homes, is at the core of the reason for Blackpool Coastal Housing being created.
5	Memorandum & Articles of Association – Consideration for Adoption
A	Agreed That the Memorandum & Articles of Association as amended and now presented be approved and adopted for use by Blackpool Coastal Housing Limited and that they be referred for approval and adoption by Blackpool Council in its capacity as the sole member of the company.
6	Board Member/Officer Protocol – Consideration for Adoption
A	Agreed That the Board Member/Officer Protocol presented to the Board at its meeting on 26 th July 2006 be approved and adopted for use by Blackpool Coastal Housing Limited.
7	The Delivery Plan 2006 – 2008 Consideration for Approval
A	Agreed That the Delivery Plan presented to the Board at its meeting on 26 th July 2006 be approved and adopted for use by Blackpool Coastal Housing Limited.
8	Blackpool Coastal Housing – ALMO Round 6 Bid Maggie Cornall provided a brief commentary on the formal bid for entry to ALMO Round 6, copies of which had been distributed to Directors. She explained that the bid is a Blackpool Council rather than Blackpool Coastal Housing document and that it forms the first stage in



<p>A</p>	<p>the Government's formal process for granting ALMO formation approval and funding.</p> <p>Agreed That the bid submission in advance of the July deadline be noted and also the fact that a Government response by mid September is expected but not guaranteed.</p>
<p>9</p>	<p>The Role of Blackpool Coastal Housing as the Landlord's Agent</p> <p>Maggie Cornall provided a presentation on the role of Blackpool Coastal Housing as the Landlord's Agent. Copies of the presentation slides were distributed.</p> <p>A</p> <p>Agreed That the presentation be noted and copies of the Tenant Compact be provided to Directors.</p>
<p>10</p>	<p>The Management Agreement</p> <p>Mike Gaskell from Trowers & Hamlins, legal consultants, provided a report and presentation on the purpose and main elements of the draft Management Agreement that Blackpool Coastal Housing and Blackpool Council will enter into after satisfactory negotiation of its details. The Management Agreement will be brought back to the Board for formal approval once those matters of detail have been resolved.</p> <p>A</p> <p>Agreed That the current position be noted and that a further report will be presented to the Board.</p>
<p>11</p>	<p>Any Other Business</p> <p>Partnering Open Day - Information was provided on this event, which is to be held on Wednesday 23rd August 2006 at Blackpool Football Club, to which Directors are invited.</p> <p>A</p> <p>Agreed That a list of the companies involved be provided to Directors.</p> <p>Company Secretary - It was explained that a formal decision of the Board to appoint a Company Secretary is required.</p> <p>B</p> <p>Agreed That Peter David Whittaker be appointed as Company Secretary.</p> <p>Declarations of Interest - A response had been received from Mark Lewis, the Council's Head of Legal Services on the question of potential conflicts of interest when Blackpool Coastal Housing matters are discussed at Council for Councillors who are also Directors. The advice received is that, because Councillor Directors do not have a pecuniary interest in Blackpool Coastal Housing their interest is purely personal. This must be declared at the appropriate time but it will not prevent a Councillor from speaking in debate nor from voting.</p> <p>C</p> <p>Agreed That the advice be noted.</p>
<p>12</p>	<p>The Meeting Closed at 7-45 pm</p>
<p>13</p>	<p>Date and Time of Next Meeting Wednesday 23rd August 2006, at 6.00pm Progress House.</p>