

**Minutes of the Aire Valley Homes
Board Meeting
24th September 2008 at 5.30pm - at Navigation House**

Board Members Present

Brenda Barlow (BB)
Roy Birch (RB),
Lucie Bryan (LB)
Mary Clark (MC)
Cllr Geoff Driver (GD)
Cllr Peter Gruen (Chair) (PG)
Andrew Feldhaus (AF)
Cllr Stewart Golton (SG)
Christina Fielden (CF)
Phil Davies (PD)
Richard Whitaker (RW)

Apologies

Cllr Robert Finnigan (RF)

AVHL Officers present

Richard Corbishley (RC)
Simon Costigan (SC)
Vicki Jagger (minutes) (VJ)
Merran McRae (MMc)
Gail Webb (GW)

LCC officers present

Simeon Perry (SP)
Andrew Mason (AM)

		Action
180.0	Apologies for Absence/Quorum	
	Apologies for absence were received from Cllr Robert Finnegan. The meeting was quorate.	
181.0	Declaration of Interest	
	Members were asked to declare any interests at this point. None were declared.	
182.0	Minutes of meeting – 30th July	
	<p><u>166.0 Inspection</u> MMc updated the Board that AVHL had formally accepted the result and that the report is now published. The other 2 ALMO inspections have now been completed and should be available shortly. SMT did not have a round table meeting but invited Gill Bennett and Graham Foster to their away day. This meeting highlighted the barriers that would prevent AVHL achieving 3 stars.</p> <ol style="list-style-type: none"> 1. Middle Management Development 2. Lack of certainty over future investment 3. Perceived too close a relationship with LCC, eg too many SLAs that have not been market tested, issues with the Contact Centre etc. <p>MMc explained that staff are keen to maintain the momentum that had been created during inspection.</p>	

183.0 Grounds Maintenance

Andrew Mason, Chief Environmental Services Officer attended for this item. GW outlined that the current grounds maintenance contract commenced in March 05 and expires in February 2011. An extension has been offered to Glendale at slightly more than inflation to take it to 2011. Due to the size and complexity of the contract there is a long tender process which has begun and will ensure that the next provider is in place by October 2010. A timetable was included in the report.

There have been various consultation exercises with options reviewed and risk assessed. The preferred option is 1b to re-tender the whole contract. The Board agreed that this would be their preferred option to maximise affordability and value for money and minimise risk.

AM explained that there is time to get the contract right this time and the specification needs to be clear so as not to have differing standards.

The Board asked that the time table be updated in view of the recent extension. GW explained that there will be a period of resident involvement. The Board asked that they are able to have direct access to feed in their concerns to a Board – if the contract is underperforming.

The Board agreed to the recommendations to:

- **Approve Option 1b**
- **Approve the request that the general fund contribution to the service is reviewed.**

GW

184.0 Health and Safety Policy and Action Plan

GW presented a report on the new Health and Safety Policy for AVHL. LB thought that this was a policy statement and queried where all the procedures that should sit underneath this. GW explained that the HR team are in the process of producing these. The Board asked that Health and Safety be adopted as a standing item on the Resources, Performance and Risk Sub Committee Agenda.

GW

Board Members approved the Health and Safety Policy.

185.0 Decency Update

RC presented a update on progress towards Decency.

GD raised the issue regarding properties in Middleton that fall under a regeneration scheme so have not been brought up to a decent standard.

RC to get clarity on the issue and report back to the Board.

RC

Board Members noted AVHL progress to date towards achieving decency.

186.0 Property Management Services SLA

MMc outlined the impact on PMS of the end of the decency programme which would reduce the amount of work done by PMS. MMc explained that PMS also provide other services including managing the gas and electric servicing programme and that AVHL had decided to take this work in house, which means terminating the SLA with the PMS.

The Board endorsed the action of Senior Management Team in giving notice to terminate the Service Level Agreement (SLA) of Property Management Services. A further report is to be presented to the Board at its next meeting.

RC

187.0 Sheltered Tender

MMc gave a presentation on the current situation on the Sheltered tender, AVHL have 4 options:

1. Not bid and not develop any further supported housing and/or social care work
2. Not bid but develop separate 'modern' business – floating, individualised, paid for
3. Bid and continue business development
4. Bid for both AVHL and WNWHL, and continue business development

MMc outlined the three main issues Board members need to consider:

1. The cost of modernising the service pre-bid which amounts to £300k which would come from reserves,
2. The ability to invest in service in the future and
3. The relations with customers and other stakeholders.

MMc

MMc explained the requirements of the contract which will not be fully known till the tender documents are published, and will require B standard at QAF. The contract is likely to require collection of charges from customers who do not currently pay, and will require shaping around future PFI and different levels of service provision. The contract will be for 3 years with a renewal for 5.

MMc ran through the advantages and disadvantages of bidding, not bidding and bidding for WNWHL contract.

Board Members agreed in principle to option 3, to bid for the contract and continue business development. A small group of Board Members (PG, TF, Cllr Driver, AF) was set up to go through some of the issues in more detail. The Board agreed to delegate authority to take decisions regarding the bid.

MMc

188.0 Forward Plan

GW asked the Board to note the forward plan that had been produced for the Board and Sub Committees. The Sub Committees can add items to this plan if they feel it is appropriate.

Board Members noted the forward plan.

189.0 Management Accounts – period 5

GW presented the Management Accounts for period 5. The budget is forecasting a year end overspend of £809k. The overspend to date is £493k due primarily to an overspend on repairs. GW asked the Board to note that contracts with Kier and Connaught are being tightly monitored.

The Board approved the management accounts to period 5.

190.0 KPIs – period 5

Board Members approved the KPI report to period 5.

191.0 Confidential Items

In accordance with the Board's Access to Information rules it was agreed that Members of the public be excluded from the discussion of the following items 192.0, in view of the confidential nature of the business to be considered. Details of item 192.0 have been removed from these minutes due to the confidential nature of this discussion.

193.0 Minutes of joint Customer Services and Resources, Performance and Risk Sub Committee – 19th August 08

These were noted for information.

194.0 Minutes of Area Panels

The minutes of the meeting of Inner South Area Panel of 14th August 08, Outer South Area Panel of 10th July 08, and Outer South East Area Panel of 11th July 08 were noted for information.

195.0 Any Other Business

There being no other business the meeting closed.

196.0 Date of next meeting

Wednesday 26th November at 6.00pm at Navigation House.