



**GGHT Board of Directors
30 March 2011
Committee Room 1**

Minutes

Attendance:	<p>John Kerr-Brown (Chair), Fran Murray, Jan Kitshoff, Phil Pemberton, Roy Smith, Terry Spencer, Sheila Woodyatt, Carole Hassan, Jim Stockton</p> <p>Allen Barber, Fiona Graham, Peter Fitzhenry, Alison Foy, Peter Fitzhenry, Carl Talbot-Davies</p> <p>Damian Southworth (part)</p>
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Apologies:	Royston Willard, Peter Mercer, Angela Perry,
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	<p>JKB advised the Board of the sad news that Sheila Barber had passed away earlier today following a short period of illness. A minute silence was observed by the Board. JKB expressed that Sheila will be sadly missed not only by the Board but also the wider tenants. Sheila was committed to getting the best deal for tenants and worked hard with the residents in Padgate and Fernhead and other groups and led the development of the first Estate Management Board. She was an enthusiastic Board member and was committed to her role as an equalities champion. Sheila will be greatly missed by the Board.</p>	
1.	<p>Declarations of Interest</p> <p>None</p>	
2.	<p>Apologies</p> <p>As above.</p>	
3.	<p>Minutes of the previous meeting: 23 February 2011</p> <p>The Board accepted the minutes as an accurate record of the meeting held on 23 February 2011.</p> <p><u>Matters arising</u></p> <p>Agenda item 11 ASB update: CH drew the Boards attention to the recent reports from Baroness Newlove and questioned whether GGHT should acknowledge what we're doing in Warrington. It was suggested that once the report is published, a report is brought to the Board and how this links</p>	PF

	to other plans.	
4.	Minutes of the Scrutiny Panel Meeting	
	AF advised that these minutes were for info and no questions were raised.	
5.	<p>National Affordable Homes Programme (NAHP) – Decision</p> <p>PF introduced DS from David Tolson Partnerships who had produced the report on the NAHP. DS provided the Board with some background on his credentials and advised that PM had invited him to comment on how GGHT may respond to the bidding round of the programme.</p> <p>DS gave an overview of the report and outlined the context of the programme, he advised that competition for the funding could be fierce and a comprehensive proposal would be required in an effort to secure funding. A key feature of any bid would be the identification of availability of land. Other factors that must be considered when submitting a bid is the Affordable Rent regime, reduced construction costs, employment statement, HCA Investment Partner status and a bid will require Board/TSA approval.</p> <p>DS concluded that there is limited funding available and competition for this will be fierce. GGHT is a new organisation which doesn't have the benefit of land holdings and what is available may provide little value for money. If GGHT wished to submit a credible bid in the limited timescale land would need to be identified. GGHT would have to demonstrate a track record in development and delivery of housing and have land at no extra cost. There may also be an issue with the funders being reluctant to deliver a development programme at this stage.</p> <p>DS recommended that GGHT withdraw from the bidding round but consider the new rent regime which may impact in future developments and to consider a growth strategy for the future.</p> <p><i>CTD and PP joined the meeting at 4.50pm</i></p> <p>WBC has confirmed that they are supportive of GGHT and any future development. PF confirmed that GGHT have met with WBC and they are supporting other RP's to develop.</p> <p>Questions/comments:</p> <ul style="list-style-type: none"> ❖ Would a future growth paper consider what GGHT could afford in terms of viability and what the returns will be? <i>Funding would need to be identified and then a theoretical development programme with the different tenures which would then be able to identify what the impact would be on the business. .</i> ❖ From a legal perspective would the Charities Commission regard 80% level of rents as affordable? <i>This is an area of great speculation and there would need to be considered analysis of where GGHT are in terms of affordable rent.</i> 	

	<ul style="list-style-type: none"> ❖ Support not having a bid led approach and GGHT should develop its own strategy. ❖ When GGHT reviews its approach to sustainability of flats will the issue of affordable rent be considered as there is a link to a growth/development strategy? <i>The review will consider how flats are managed, let and the impact of welfare reform proposals.</i> ❖ Any investment strategy should be aligned with the asset management strategy. ❖ Land needs to be identified and need to consider the asset management and land value in any investment strategy ❖ New build may be more lucrative but other options should also be considered. ❖ Sustainable communities are needed before looking at development ❖ GGHT are a young organisation and we need to ensure that we're delivering service before considering developing. <p>GGHT – 073</p> <p>Following the discussion and having considered the report the Board approved the recommendation to withdraw from the bidding round. A growth strategy can be developed and a further report to consider the Affordable Rent regime and the impact this may have.</p>	
<p>6.</p>	<p>Renewable Energy Options Appraisal – decision</p> <p>PF advised the Board that JK had provided support in developing the report and the purpose was to map out the options available as the Board wish to be a leader in energy efficiency.</p> <p>PF advised that WBC are keen to work in partnership. Discussions with Santander have highlighted that a partnership approach would be acceptable and PF confirmed that consortiums and rent a roof options have been considered.</p> <p>An options appraisal has been undertaken and the results should be available which outline which is more viable for the business.</p> <p>The Board were asked for volunteers to consider the results of the options appraisal.</p> <p>An alternative option is for GGHT to pilot a scheme, possible in the closing the gap areas. WBC would be interested in a pilot where practical experience can be gained and lessons can be learned.</p> <p>Questions/comments:</p> <ul style="list-style-type: none"> ❖ If the options appraisal is close to completion why are we having a pilot ❖ Why is a pilot being proposed if there is an options appraisal? There is 	

	<p>a risk if action is not taken as the cost of fuel for tenants. As a Board we need to decide how risks are weighted, all the risks are economical/financial, what about impact on tenants?</p> <ul style="list-style-type: none"> ❖ GGHT are doing what the Energy Savings Trust want landlords to do and in the last 5 months there has been progress. ❖ There is risk in the project. The options appraisal should identify both financial risks and benefit to tenants. ❖ A key point to keep the process moving will the financial assessment be available in 2 weeks? <i>Working with Deloitte who have advised that other consortiums have been held up</i> ❖ Should a procurement exercise be completed for a number of units and then pilot? ❖ Are the Board being asked to approve a capital spend? <i>No there is no cost to GGHT as WBC will fund 100%.</i> <p>GGHT – 074</p> <p>Following the discussion the Board agreed to approve the structure for the options appraisal and agree the installation of units for a pilot process of up to 300 properties using WBC approved funding.</p>	
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<p>7.</p>	<p>Performance Management Framework 2011-12 Budget – Decision</p> <p>PF provided an overview of the report and advised that the purpose of this report was to consider the corporate plan element of the framework. The key objectives for the company are included in the framework and these will be turned into detailed service/operational plans.</p> <p>The approach taken is similar to other RP's and it is important that the service plans that are developed to deliver the corporate plan are SMART.</p> <p>Questions/comments:</p> <ul style="list-style-type: none"> ❖ It is important that the plan outlines what we want to achieve, how we're going to achieve it and it doesn't turn into performance monitoring. <i>The process is designed to link the business plan to the service plans and consider how this links to what we deliver to tenants.</i> ❖ The main elements of the plan/framework appear to be included and these factors link to sustainability. Consideration should be given on how these link to IT system and could think about the social return on investment in the long term. <p>GGHT - 075</p> <p>The Board approved the corporate plan.</p>	
<p>8.</p>	<p>Board Vacancies in 2011 – Decision</p> <p>AF provided an overview of the report and the current position regarding</p>	

	<p>vacancies. The Board were reminded that the Articles require vacancies to be filled and the process to complete this.</p> <p>AF advised the Board that a report had been discussed at the Customer Consultative Panel (CCP) to ascertain the tenant's views on using a selection process to fill the tenant Board member vacancies on the Board and it was the view of the tenants that a selection process should be utilised. The Board agreed with this approach.</p> <p>The Board were also asked to consider an approach of re-appointing the applicant which is successful in filling the casual vacancy as the applicant will have recently completed the recruitment process and AF advised the Board of RW's views on this process. The Board agreed that the casual appointment should be re-appointed at the AGM.</p> <p>The forthcoming Independent Board member vacancy and the skills gap were discussed and the Board agreed that recruitment should focus on financial expertise as this gap will be left when the Independent Board member retires.</p> <p>Consideration was given to co-opting Board members onto the Board who may have skills/expertise in other areas i.e. HR, legal, development and regeneration. The Board agreed to advertise for co-opted members with these skills.</p> <p>GGHT – 076</p> <p>The Board approved the use of a selection process for recruiting tenant Board members, re-appointing the casual vacancy at the AGM, approved the role profile and specifications, recruiting an independent Board member with financial expertise and co-optees.</p> <p><i>CH left the meeting 5.50pm</i></p>	
<p>11.</p>	<p>Bathroom and Aids and Adaptations Contract Award</p> <p>CTD provided an overview of the report and they would be asked to make a decision on whom to award the contract to and the preferred contract term.</p> <p>The eligible contractors were drawn from the Fusion 21 framework and invited to tender and there were 5 submissions.</p> <p>CTD apologised for the lateness but the due diligence assessment had taken longer than anticipated. Following the due diligence evaluation Bramall is the preferred contractor.</p> <p>CTD advised that contractors have been asked to identify how the local economy/community would benefit from a contract award and Bramall have committed to use specialist sub-contractors within the WA postcode.</p> <p>AB confirmed that the financial data and costs have been verified.</p>	

	<p>GGHT – 077</p> <p>The Board approved the contract award to Bramall and for the term <i>CTD and Jean Bullock left the meeting at 6.20pm</i></p>	
9.	CONFIDENTIAL	
10.	CONFIDENTIAL	
	FOR INFORMATION	
12.	<p>Housing Ombudsman complaints training</p> <p>The presentation was noted. JK advised the Board that the event was excellent.</p> <p>PF advised that a complaints training session would be incorporated into the Board away day.</p>	
13.	<p>Welfare Reform Bill</p> <p>The report was noted</p>	
14.	<p>Minutes of meeting with TSA</p> <p>The minutes were noted</p>	
15.	<p>Closing the gap report</p> <p>The report was noted</p>	
16	<p>Local Enterprise Partnerships</p> <p>The report was noted</p>	
17	<p>Summary news items</p> <p>The report was noted</p>	
18	<p>Minutes of Chairs briefing</p> <p>The minutes were noted</p>	
19.	<p>AOB</p> <p>AB advised that there will be a review of the business plan with Santander and the Board were asked if they were happy for the Finance Committee to agree the paper. The paper shows an improving position in the business plan. The Board agreed with the proposal and to look at growth after the business plan review.</p> <p>AF distributed a paper on the responses to the issues regarding gas safety that had been raised at the last Board meeting</p>	

20.	Date of next meeting Wednesday 25 May, 4.30pm, Council Chamber.	
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