

## ROYTON & SHAW LOCAL BOARD

**Thursday 10 July 2008 at 6.30pm**

**Members Present:**

Mark Alcock; Les Herring; Margaret Kelly; Kenneth Kirkland; Tony Larkin; Maureen Peters; Lynn Pertoldi; David Shaw.

**FCHO Officers Present:**

Paul Chase; Elaine Morgan; Barbara Skiba (Minute-taker); Jayne Winterbottom

**Others Present:**

Mike Beaman (Housing 21);

**Members of the Public Present:**

Sheela Vora (Tenant); J Carmichael (Tenant)

**Meeting Convened At:**

Margaret Kelly took the Chair and convened the meeting at 6.30pm.

**Item 1 – Welcome, Introduction and Apologies:**

All persons present at the meeting briefly introduced themselves. Margaret Kelly stated that she would ask whether Corporate Support could provide name-plates for members for future meetings.

Apologies were received from Philomena Dillon and David Powell.

**Members Absent:**

There were no members absent.

**Item 2 - Declaration of Interests:**

There were no declarations of interest.

<b>Item 3</b>	<b>Items of Urgent Business</b>
<b>Purpose</b>	To discuss any items of urgent business.
<b>Relevant Debate</b>	There were no items of urgent business.
<b>Resolution</b>	<b>N/A</b>

<b>Item 4</b>	<b>Approval of Minutes and Recommendations from last meeting held on Thursday 4 June 2008 and discuss matters arising.</b>
<b>Purpose</b>	To approve the minutes and recommendations from the last meeting held on 4 June 2008 and discuss matters arising.
<b>Recommendations</b>	The Board is recommended to approve the minutes and recommendations.
<b>Relevant Debate</b>	<p>Les Herring requested that a record of the Extraordinary meeting held on 12 June 2008 be included with the minutes of the current meeting.</p> <p>Mark Alcock asked that his absence from the last meeting should not be recorded in the minutes, as he had not known about the meeting.</p> <p>Referring to the question from Amy Barrow regarding cases of anti-social behaviour, Elaine Morgan informed members present that the</p>

	Community Safety Unit had got involved following the meeting. A full residents' meeting was to be arranged, and hopefully the issued would be resolved after this.
<b>Resolution</b>	<p><b>The Board agreed that a record of the Extraordinary meeting held on 12 June 2008 be included with the minutes of the current meeting.</b></p> <p><b>The Board approved the minutes of the last meeting held on 4 June 2008 as an accurate record, with one amendment as detailed.</b></p>

### Item 5 – Public Questions

<b>Name</b>	Mrs J Carmichael, 17 Malham Close, Royton
<b>Question</b>	How are decisions made about who council houses are let to? What thought is put into where new tenants are placed?
<b>Response</b>	Elaine Morgan briefly explained the choice-based lettings system. Referring to specific cases raised by Mrs Carmichael, Elaine Morgan stated that she would look into these outside the current open forum, and asked for Mrs Carmichaels contact details.

<b>Item No / Title</b>	<b>Item 6 Housing 21 – Progress Report</b>
<b>Purpose</b>	<p>To provide the Board with an update of Housing 21 activities in Oldham.</p> <p>To provide the Board with a summary of the refurbishment programme in respect of Royton and Shaw.</p>
<b>Recommendations</b>	<p>The Board are requested to note the content of this report.</p> <p>The Board may wish to consider an update report on the potential use of Matthias Pilling House and Lancaster House as temporary accommodation at a future meeting.</p>
<b>Relevant Debate</b>	<p>Mike Beaman invited questions on the content of his report.</p> <p>Lynn Pertoldi asked that future reports on Housing 21 to the Board include numbers of dwellings involved in each project. Regarding the pool of void properties to serve as temporary accommodation while improvements and redevelopment to sheltered housing is being carried out, Lynn Pertoldi asked how these would be reflected in the Performance figures. Mike Beaman stated that Housing 21 would carry the pool of void properties and the impact would ultimately be on Housing 21 Performance figures.</p> <p>Sheela Vora asked why it was necessary to move tenants into temporary accommodation. Mike Beaman replied that the scale of disruption while work was being carried out made this necessary. Tennants could not be moved into inferior temporary rehousing; properties scheduled for demolition such as Chester Place were not being relet for this reason.</p> <p>Lynn Pertoldi asked how properties in the new-build scheme at Tandle View Court were to be let. Mike Beaman briefly outlined the lettings policy. Properties would firstly be offered to tenants of Spring Gardens and Chester Place. A proportion of the properties would be set aside for temporary rehousing while work on other schemes in the refurbishment project is carried out. The remaining properties would be available through choice-based lettings.</p> <p>Regarding temporary rehousing, Mark Alcolck stressed the importance of improvement work adhering to timetables given to</p>

	<p>tenants for return to their homes. Mike Beaman stated that every effort was made to set accurate timetables within the constraints of set targets, but unforeseen problems and set-backs could lead to delays.</p> <p>In reply to Elaine Morgan's question regarding removal costs incurred by tenants, Mike Beaman stated that they would be reimbursed by Housing 21.</p>
<b>Resolution</b>	<p><b>Members noted the contents of the report.</b></p> <p><b>Regarding the viability of Matthias Pilling House as temporary accommodation for temporary moves, Mike Beaman informed members that there had been no interest from tenants offered this option. Housing 21 had now decided to return Matthias Pilling House to FCHO.</b></p>

<b>Item No / Title</b>	<b>Item 7 Aids &amp; Adaptations</b>
<b>Purpose</b>	To answer questions from Board members on issues concerning Aids and Adaptations.
<b>Recommendations</b>	N/A
<b>Relevant Debate</b>	<p>Paul Chase stated that a new Service Level Agreement with FCHO had been drawn up, and in conjunction with this a new information leaflet on Aids and Adaptations for tenants with disabilities, produced by FCHO, OMBC and Oldham NHS Primary Care Trust. He showed Board members examples of the leaflet, which will be in all local Housing Offices, libraries and any public buildings.</p> <p>Elaine Morgan stated that the time taken for Aids and adaptations to be installed was an area of major concern for tenants and housing staff, and that the delays impacted on re-letting times.</p> <p>Lynn Pertoldi stated that the waiting list for minor adaptations was huge before FCHO took it on: Staff training and an improved management approach have shortened waiting times to 9 days for minor adaptations, but FCHO is faced with a 'brick wall' from OMBC when requests are made for information for a time-span for major adaptations.</p> <p>Paul Chase stated that the reasons were twofold:</p> <ul style="list-style-type: none"> <li>• Occupational Health and Adult and Community Services have two different computer systems which are currently incompatible.</li> <li>• Delays are caused by the Surveying Team and a lack of information as to when an original order for major adaptations has been raised.</li> </ul> <p>Lynn Pertoldi stated that during a recent inspection, FCHO were criticised for delays concerning major Aids and Adaptations. The delays however are beyond our control as the budget is not ours. She highlighted the difficulty FCHO has in obtaining relevant information from OMBC, saying that OMBC have been requested to produce a report for us approximately 3 months ago with no result as yet.</p>
<b>Resolution</b>	<p><b>Members noted the responses to their questions.</b></p> <p><b>Regarding the delays in carrying out major adaptations, Mark Alcock asked that the details of the information FCHO required be emailed to him, and he would take this up with OMBC, and ensure that the information was provided.</b></p>

<b>Item No / Title</b>	<b>Item 8 Respect Agenda</b>
<b>Purpose</b>	To inform the Board on progress made around the Respect Agenda.
<b>Recommendations</b>	That Board members note the contents of the report and offer their continued support to the Respect Standard for Housing Management.
<b>Relevant Debate</b>	<p>Jayne Winterbottom presented the report</p> <p>Referring to the information on Respect Our Community Awards in paragraph 3.5 Lynn Pertoldi requested that more detailed information on the awards be included for the benefit of donors. Jayne Winterbottom emphasised that donors are kept fully informed of how their donations are used, either in meetings or in writing.</p> <p>Lynn Pertoldi asked whether Charity Commission registration has been applied for. Jayne Winterbottom replied that this had been applied for and we are awaiting the outcome.</p> <p>Jayne Winterbottom stated that many companies had been very generous, and she hoped that as the scheme grows and results are seen more companies will take part. She would continue to emphasise the way in which the scheme met the needs of corporate social responsibility.</p>
<b>Resolution</b>	<p><b>Members requested that future reports include the following information:</b></p> <ul style="list-style-type: none"> <li>• <b>More detailed figures on how much is available and how much is left.</b></li> <li>• <b>A brief synopsis of the reason for rejections of applications.</b></li> <li>• <b>To whom have awards been made and for what purpose.</b></li> </ul>

<b>Item No / Title</b>	<b>Item 9 Closure of Royton Housing Office</b>
<b>Purpose</b>	Verbal discussion concerning the closure of Royton Housing Office.
<b>Recommendations</b>	N/A
<b>Relevant Debate</b>	<p>Elaine Morgan informed members that the closure of Royton Housing Office was planned for the beginning of Septembers. A meeting was to be held in the week following the current Local Board meeting in order to draw up a project plan for the move.</p> <p>Three possible buildings for surgeries were considered: Downey House, Trinity Methodist Church and the Moravian Church. Les Herring asked whether Royton Town Hall had been considered. Elaine Morgan stated that she had been informed that it was used by Social Services, and that availability for FCHO could not be guaranteed on a permanent basis.</p> <p>Trinity Methodist was the preferred option among Board members, as the surgery could coincide with coffee mornings held there on Thursdays. A time of 10.00am to 1.00pm was agreed to be the preferred time for the surgeries. Elaine Morgan stated that the presence of at least one Housing Officer would be guaranteed at the surgeries.</p> <p>Elaine Morgan stated that a regular surgery will be established before Royton Housing Office closes. In addition, all tenants will be sent an advice notice to inform them of the planned changes and including a phone number to ring at the Shaw Housing Office where Housing Officer will be available to deal with their enquiries. Lynn Pertoldi requested that a draft copy of the advice notice be shown to the Board.</p>
<b>Resolution</b>	<b>Members agreed that Trinity Methodist Church would be the preferred option for Housing Surgeries.</b>

	<b>Members requested a draft copy of the advice notice sent out to tenants informing them of the changes and arrangements following the closure of Royton Housing Office.</b>
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<b>Item No / Title</b>	<b>Item 10 Estate Budgets</b>
<b>Purpose</b>	To inform members about the way in which the localised estate budget spend will work including reporting to Local Boards. It includes details of the allocation and schemes for 2007-08 as well as this year's budget.
<b>Recommendations</b>	It is recommended that members note the contents of this report and provide any comments where necessary and relevant.
<b>Relevant Debate</b>	<p>Members discussed who was responsible for deciding how the small estate budget of £9,000 was to be spent. Les Herring and Margaret Kelly were both insistent that the Board had not agreed that the decision should be taken by Housing Officers. Elaine Morgan produced a copy of the report by Paul Newcombe in which proposals for the Small Estate Budget had been made, stating that she recalled this being sent to Royton and Shaw Local Board at the time. There was however no record of this in the minutes.</p> <p>Elaine Morgan stated that the purpose of the small estate budget was to empower Housing Officers to spend small amounts as required, where a quick decision would be of benefit to solve or improve a situation. Housing Officers are asked to submit three potential projects each for the Royton and Shaw areas to be decided by Housing Team Leaders.</p> <p>Lynn Pertoldi suggested that Elaine Morgan bring a quarterly report to the Board to inform members of how the money had been spent.</p>
<b>Resolution</b>	<p><b>Members agreed that a quarterly report of spending of the Small Estate Budget be included with the Performance report.</b></p> <p><b>Members noted the contents of the Estate Budgets report. It was noted that in paragraph 2 there were no examples included of work done in Royton and Shaw.</b></p>

<b>Item No / Title</b>	<b>Item 11 Standing Items (a) Items for Future Meetings and Forward Planning</b>
<b>Purpose</b>	Board members are invited to suggest possible items for future meetings.
<b>Recommendations</b>	The Board is recommended to note and discuss the contents of the forward planning timetable and suggest possible items for future meetings.
<b>Relevant Debate</b>	Members agreed to include the following items on the next agenda: Streetscene – Presented by Alan Whitehead Performance Report – Quarterly Update Closure of Royton Housing Office – Update Anti-Social Behaviour Action Plane – Report by Elaine Morgan A quarterly report on spending of the small estate budget, to be included with the Performance Report.
<b>Resolution</b>	Members agreed the above items.

<b>Item No / Title</b>	<b>Item 12 Any Other Business (a) Feedback from Main Board</b>
<b>Purpose</b>	To discuss feedback from Main Board.
<b>Recommendations</b>	N/A
<b>Relevant Debate</b>	Lynn Pertoldi, Main Board representative, stated that she had conveyed to Main Board the general feeling among members of

	<p>Royton &amp; Shaw Local Board that the purpose of their existence was being eroded. Contributory factors are:</p> <ul style="list-style-type: none"> <li>• Local Boards now have no control over large environmental Estate Budgets.</li> <li>• Many services now being centralised takes away the feeling of local control.</li> </ul> <p>Lynn Pertoldi stated that she had suggested it would probably be a good idea for the Governance Manager to have a meeting with chairs of all the Local Boards to gauge their feelings and re-focus on the purpose of the Local Boards.</p>
<b>Resolution</b>	<b>Members agreed that enquiries should be made about the availability of Cockroft Hall to hold future meetings in Shaw.</b>

<b>Item No / Title</b>	<b>Item 12 Any Other Business (b) Venues for future meetings</b>
<b>Purpose</b>	To discuss any other business.
<b>Recommendations</b>	N/A
<b>Relevant Debate</b>	Members discussed possible venues for future meetings in Shaw. Cockroft Hall was agreed as the preferred venue; The British Legion was also considered as a possible option.
<b>Resolution</b>	<b>Members agreed that enquiries should be made about the availability of Cockroft Hall to hold future meetings in Shaw.</b>

**Item 13 - Next Meeting Date:**

Thursday 11 September 2008 at 6.30pm  
Venue: TBC

**Meeting Closed At:**

Margaret Kelly closed the meeting at pm

**Apologies to:** Corporate Support Team  
**Telephone:** 0161 770 3536 / 3571 / 3576  
**Email:** [fcho.corporate.support@oldham.gov.uk](mailto:fcho.corporate.support@oldham.gov.uk)

Signed: \_\_\_\_\_

Minutes Agreed on: \_\_\_\_\_  
(Date)