

TEES VALLEY LIVING

**MINUTES OF THE EXECUTIVE GROUP MEETING
HELD ON FRIDAY 5 MAY 2006 AT 10.00 AM AT
ENDEAVOUR HOUSE, ST MARK'S COURT, THORNABY**

Present:	Bernard Williams	Erimus (Chair)
	Penny Garner-Carpenter	Hartlepool BC
	Derek Gouldburn	Hartlepool BC
	Stephen Edmonds	Darlington BC
	Angela Lockwood	Endeavour Housing
	Susan Douglass	Guinness Trust
	Stephen Bray	Accent North East
	Clare Butterfield	Redcar & Cleveland BC
	Jane Edmends	Stockton BC
	Janine Turner	Middlesbrough BC
	Maggie Drury	Housing Corporation
	Ronny Harris	Coast & Country Housing
	Geraldine Wilcox	Tees Valley Housing
	Steve Turner	Tees Valley Joint Strategy Unit
	Neil Etherington	TVL Board Chair
	Jim Johnstone	TVL Director
	Mike Mealing	TVL Strategy Manager
	Katie Dunstan	TVL
	Irene Sams	Tees Valley Joint Strategy Unit

212/06 Apologies

Apologies were received from John Lowther, Mark Dutton, Colin Wilson and Sharon Lonergan.

213/06 Minutes of Meeting held on 7 April 2006

Agreed

214/06 Matters Arising

208/06 – MM confirmed that a meeting has been organised for 11 May.

210/06 – The dates for future Board meetings have now been agreed. The dates for the Executive Group meetings are to be scheduled for 2 weeks before the Board meetings.

211/06 – CSR – MD informed the group that the allocation statement is imminent.

211/06 – Consultation Strategy – JJ advised that no report

Action

has been made. All discussed the need for the report and the content. It was agreed that engagement with the public is the responsibility of the LAs. NE stated that he still would like the spontaneous updates.

Resolved

Report to be produced stating engagement with the public is the responsibility of the LAs for presentation to the Board

JJ

215/06 TVL Governance – proposed revision

JJ informed the group that the report had been refined and that following further discussion it is to be presented to the Board on Thursday 11th May for agreement.

All discussed the proposed reappraisal as detailed in section 4 of the report. It was agreed that the rationale of the proposals should be fully detailed and that explicit terms of reference as defined in the DTZ report should be highlighted.

The issue of whether the Chair of the Executive group should be elected or selected was discussed. It was agreed that this would be dependant upon the number of potential candidates. It was also agreed that there should be a Vice Chair and that the section on roles and responsibilities should be improved with regards to scrutiny and consultation.

It was agreed that the proposals should state that a member (not Chair) of the Executive group should be on the Programme Delivery Group. BW suggested that underneath this group each LA will their own group that will include the external parties as detailed in 2.3. The role of the group to include coordinate and monitor the spending and virement process.

Resolved

The report to be revised as discussed ensuring that explicit terms of reference are documented for the 3 groups.

JJ

The composition of the Board to remain in it's present form

TVL to complete report detailing the present Community Consultation framework with reports from each of the LAs as appendices

JJ/LAs

The Board will meet monthly until October 2006 and will consider bi-monthly meetings thereafter.

Each organisation represented on the Executive group to nominate one representative, plus one nominated substitute, to attend the group meetings

JJ

The current membership of the Executive group to remain unchanged until October 2006 when the possibility of extending membership to include other interests such as estate agents, lenders and the

voluntary sector will be assessed.

The Executive group will meet monthly until October 2006 (excluding August) when the frequency of meetings will be reassessed.

The Executive group chairman to call a meeting of the existing RSLs currently represented in the Executive group with the purpose of selecting two members to represent the Executive group on the Board. The selection process to be repeated in April annually.

The LAs are to nominate a senior representative to take part in the Programme Delivery Group, together with the Executive Group representative.

An early meeting of the Programme Delivery Group to be arranged to discuss potential virement of funding between LAs.

BW

JJ/LAs

BW

216/06 Project Appraisal

MM referred to report and advised that he has been working closely with Ian Collingwood, a consultant working for MBC.

All discussed and agreed that the process should not be overly complicated. Concern was expressed about using any agreed process for current projects. It was stated that this must be done for them to stand up to scrutiny. All projects need to be agreed by the Board.

Resolved

Report to be presented at next Executive Group meeting and then to Board recommending the format to be used.

MM

217/06 Approaches to Joint Procurement

MM advised that a meeting with the LAs has been arranged for 11th May 06. He suggested that they will identify common experiences of problems, how to work through them and how to avoid them. The representatives are: Bryan Kitchen – R&C; Natalie Wilkinson – MBC; Mark Dutton – HBC; Samantha Elkin – SBC; Susan White – DBC.

218/06 Tees Valley Living Work Programme

JJ referred to report. All agreed that JJ & MM require support but the amount and level was questioned. It was generally agreed that further information – what is currently done; what needs to be done; the gap between the two; the skills needed – is required before any decisions made.

Some expressed concern that there may be some overlap with the work undertaken by the funded post in Information & Forecasting within the JSU. Both MM and ST confirmed that

there is none. It was also questioned what the role of the newly created Housing Strategy Officer vacant post within the JSU would be.

Resolved

Meeting to be arranged to discuss needs and report prepared for presentation to the Board at the June meeting

BW

Discuss with JL the role of the newly created post in the JSU

JJ

219/06 Any Other Business

None

220/06 Date of Next Meeting

Tuesday 23 May @ 10.00 a.m. Endeavour House Thornaby

At the close of the meeting JJ will show slides from the CABE visit Malmo in Sweden on 24th – 26th April 2006, highlighting the main points with reference to the regeneration of the Tees Valley.