

CARLISLE CITY COUNCIL

Agenda
item

11(a)

Report to:-

Housing Transfer Working Group

Date of Meeting:-

23rd August 2001

Agenda Item No:-

Public

Policy

Delegated: No

Accompanying Comments and Statements

	Required	Included
Tenant Consultation:	Yes	Yes
Environmental Impact Statement:	No	-
Corporate Management Team Comments:	No	-
City Treasurers Comments:	Yes	Yes
City Solicitor & Secretary Comments:	Yes	Yes
Head of Personnel Services Comments:	No	-

Title:-

PROPOSALS FOR THE RSL BOARD

Report of:-

Director of Housing

Report reference:-

H086/01

Summary:-

This report outlines proposals in five key areas for the creation of a Shadow Board for the new RSL:

- The size of the Shadow Board;
- The composition of the Shadow Board;
- The recruitment to the Shadow Board;
- A timetable for the recruitment of Shadow Board members;
- The duration of the first board of the new RSL.

Recommendation:-

The HTWG to recommend the following to Council and the Riverside Group:

1. The size of the Shadow Board should be limited to 12;
2. Those 12 places to be made up of one third tenants, one third Carlisle City Council nominees and one third independent members;
3. The processes for tenant selection, City Council nominees and selection of independent members of the Shadow Board detailed in section 4.1 of the report;

[continued]

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

that there may be conflicts of interest which would need to be carefully considered if staff were to be co-opted with voting rights.

2.5. The HTWG is not being asked to take a view on this matter at this time but to note it as an issue for future discussion with Riverside.

3. The composition of the Board

3.1. In many of the recent Local Authority stock transfers the make up of the board has been one third tenants, one third Council nominees and one third independent members. This is considered to be appropriate for the new RSL subsidiary in Carlisle. If the board in Carlisle has 12 places then each of the constituencies described above will have 4 places.

3.2. The TAG also feels that this is an appropriate balance of constituencies on the Board. However, the TAG feels strongly that the activities of representatives on both the Shadow Board and substantive Board must be non party-political in nature.

4. Recruitment to the Shadow Board

4.1. The section looks at the selection of each of the separate constituencies on the Shadow Board:

4.1.1. Tenant Members

A process for the selection of tenant board members was suggested to the TAG on the 15th August 2001. The process detailed below includes the amendments made by TAG:

- Selection of tenant board members will be made on the basis of a number of criteria which TAG members discussed with Riverside and PEP on the 8th and 15th August 2001.
- A panel made up of two/three TAG members, an officer of Carlisle City Council and an officer from Riverside Group will make the selections on the basis of the criteria determined by the TAG.
- PEP will be present to observe and advise when the tenant board members are selected but will not form part of the panel.

The TAG feel it is vital to open up the opportunity for board membership to all tenants:

- All tenants and leaseholders will therefore be circulated with written information on the process and two informal evening sessions will then be held to give tenants a chance to find out more about becoming a board member.
- An information pack will be available together with an application form for anyone who wishes to apply.
- The applications will then be considered by the selection panel.

The proposed timetable for this is:

- Establish the tenant selection panel and criteria - 23.08.01
- Leaflets to all tenants on or before - 03.09.01
- Two introductory sessions - 06/11.09.01
- Expressions of interest received - 17.09.01
- Application forms sent out by - 24.09.01
- Application forms returned by - 08.10.01
- Shortlisting - 10.10.01
- Interviews and appointments - 17.10.01

4.1.2. Carlisle City Council Nominations

Nominations for the City Council places should be requested now from the Council's Executive to enable their appointment as soon as possible and certainly before 17th October 2001.

4.1.3. Independent Members

A similar recruitment process to that outlined in section 4.1.1 will be established for the independent proportion of the board. Instead of leaflets (to all tenants) an advert will be placed in the local press to initiate interest. It is anticipated that the timetable for selection of the independent members will run alongside that of the tenants.

It is proposed that the mechanism for the selection of independent members is the same as that for tenant members (4.1.1. above) but with the addition of a City Council nominee to the selection panel. The draft selection criteria will be drawn up by the Riverside group in consultation with the selection panel.

5. Timetable for the recruitment of Shadow Board members

5.1. The timetable outlined in section 4.1.1 of the report will ensure that tenant members are selected by the middle of October 2001. If City Council nominations and independent members are sought within the same timetable then the Shadow Board could be in place by mid to late October 2001.

5.2. Once the Shadow Board is established, then it can begin to consider in detail the policies and spending plans for the new RSL subsidiary. It is important that this begins as soon as possible to ensure that the key milestones within the transfer project plan are met. Agreements for consultation and involvement of the Council and its tenants need to be in place with the Shadow Board to ensure that local priorities are reflected in those policies and spending plans.

6. First Board of the New RSL

6.1. It is important to be clear at the outset what the initial term and commitment of the first board could be in order to:

- Maximise the benefit of the extensive training that will be undertaken by shadow board members;
- Ensure continuity in the pre-and post-transfer period as the new RSL beds down;
- Provide clarity for the board member recruitment process so that the potential obligation is transparent.

6.2. It would therefore be proposed that the natural (and indeed most common) course to follow would be for the members of the pre-transfer shadow board to become the initial board members of the RSL.

6.3. Assuming that the transfer takes place in December 2002 it would be further proposed that the first retirements from the RSL board would take place at the annual general meeting in 2004. This would give the first board members a term of at least 18 months before changes start to occur.

7. Other Constitutional Matters

7.1. This report deals only with the issue of the recruitment and composition of the RSL Board as this is the foundation on which the subsequent development of the detail of the RSL must rest.

Other key constitutional matters – such as the legal status of the RSL (company, charity, etc) and the nature of the legal relationship with the Riverside Group – do not require resolution at this time.

8. Access to Services Implications

8.1. The arrangements for the recruitment of both the tenant and independent members of the RSL Board should seek to be as inclusive as practical, subject to any constraints imposed by the RSL registration requirements of the Housing Corporation.

9. Environmental Implications

9.1. None.

10. Recommendations

- 10.1. The HTWG to recommend the following to Council and the Riverside Group:
 - 10.1.2. The size of the Shadow Board should be limited to 12;
 - 10.1.3. Those 12 places to be made up of one third tenants, one third Carlisle City Council nominees, and one third independent members;
 - 10.1.4. The processes for tenant selection, City Council nominees and selection of independent members of the Shadow Board detailed in section 4.1 of the report;
 - 10.1.5. That the timetable outlined in section 4.1.1 of the report be adopted for the selection of the Shadow Board, so that it can be in place by the middle of October 2001.
 - 10.1.6. That, subject to a successful ballot of tenants, the members of the shadow board of the RSL become members of the new subsidiary RSL board and the first retirements from this board would be at the RSL's annual general meeting in 2004.

T Bramley
Director of Housing

16th August 2001

**EXCERPT FROM THE MINUTES OF THE
HOUSING TRANSFER WORKING GROUP
HELD ON 23 AUGUST 2001**

HT.59/01 PROPOSALS FOR THE RSL BOARD

Pursuant to Minute HT.55/01, the Director of Housing submitted report H.86/01 concerning proposals for the creation of a Shadow Board for the new RSL. It was anticipated that the Shadow Board would be established in October 2001 and eventually become the substantive Board of the new RSL should the transfer take place in December 2002.

The Director outlined the five key areas for consideration, which were:

- The size of the Shadow Board
- The composition of the Shadow Board
- Recruitment of the Shadow Board
- The timetable for the recruitment of Shadow Board Members
- The duration of the first Board of the new RSL.

He informed Members that the TAG had debated these issues at meetings held on 8 and 15 August 2001 and outlined their views in respect thereof.

RESOLVED – That it be a recommendation of the Housing Transfer Working Group to the City Council and the Riverside Group that:

(1) The size of the Shadow Board should be limited to 12.

(2) Those 12 places be made up of one third tenants, one third Carlisle City Council nominees and one third independent members.

(3) The processes for tenant selection, City Council nominees and the selection of independent members of the Shadow Board be as detailed in Section 4.1 of report H.86/01.

(4) The timetable, outlined in Section 4.1.1 of the report, be adopted for the selection of the Shadow Board in order that the Board may be in place by the middle of October 2001.

(5) Subject to a successful ballot of tenants, the members of the Shadow Board of the RSL become members of the new subsidiary RSL Board and the first retirements from that Board would be at the RSL's Annual General Meeting in 2004.