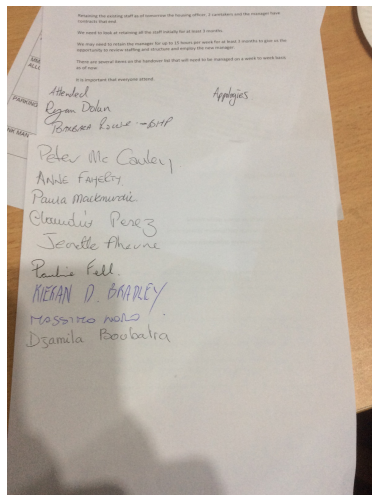


Apologies from

Attendance	Apologies
Ryan Dolan - minutes	Geraldine Keady
Peter McCauley	Zara Newton
Anne Faherty	Paul Anderson
Pauline Mackmurdie	
Claudia Perez	
Jeanette Ahearn	
Pauline Fell	
Kieran Bradley	
Massimo Noro	
Djamila Boubatra	
Guest:	
Barbara Rowe - head neighbourhood services	
Dawn Martin - head of leasehold services	

I believe that Mrs Mahmood was present but did not sign in.



11 in attendance

Barbara introduced herself and explained that part of her role is monitoring TMOs and as such she has been having monthly meetings with the manager and chair. Today's meeting revealed an issue that 4 key members of staff have their contracts expiring on the 31-04-16 and believed they were not being renewed.

Barbara expressed concerns that if there are a number of staff leaving, how would this affect the TMOs obligation to ensure the MMA is being met and tenants services are not affected and impacting on BHP and the council.

Board discussed and most were not aware that staff had not had their contracts renewed. This information was on the documents circulated over the previous three last meetings. Most thought this was being dealt with by the outgoing manager and that staff would have their contracts renewed as usual.

Board felt the outgoing manager should have dealt with this. It is clear the outgoing manager feels the board should deal with this.

The board are very aware of how staff would have felt and all expressed, concern and regret for staff and wished to apologise.

Barbara has stated that if the TMO were to lose that many staff in go BHP would have concerns over the running of the TMO.

A motion has been brought to the board to retain all staff with a contract extension. The board discussed:
 The benefits around separating out the roles and offering extensions to some staff. Offering the role to existing get staff and who we felt may have the experience.
 Whether additional funds are available for taking on extra duties.
 Whether we can manage with a temporary manager going from 35 to 15 or 20 hours per week.
 How we can implement the long term goal of reducing staffing mg budgets.

A vote was taken to offer the Housing Officer a contract renewal tomorrow under the same conditions.
 This was unanimously agreed in favour of renewal.
 A vote was taken for how long that should be and all length of 6 months was agreed at 8 to 3 in favour.

A vote was taken to offer the Caretakers a contract renewal tomorrow under the same conditions.
 This was unanimously agreed in favour of renewal.
 A vote was taken for how long that should be and all length of 6 months was agreed at 7 to 4 in favour.

As we are not in a position to extend the outgoing managers contract as he has resigned we discussed offering an hourly rate as a consultant.

The board discussed:
 £25 per hour for 15 hours per week.
 This would mean an overall figure in excess of £25 per hour.
 We could offer to re-employ him.
 Out going manger thinks he would need at least three months to carry out the staffing reviewed planned by the board.
 Can the housing officer do 21 hours as a manager?
 Would they want to and have we asked her formerly?

BHP advised they would not be happy to see us for longer than 3 weeks without a manager.

A vote was taken to offer a consultancy period to the outgoing manager and was turned down at 3 to 8 against

A vote was taken to offer the housing officer a chance to act up was taken and agreed - unanimously
 A vote was taken to offer additional funds for taking on the role and was rejected at 3 to 8 against.
 If the acting up role is refused we would like to offer the housing officer to renew her current role for the next six months.

Kieran and Jeanette to talk to outgoing manager
 Paula to speak to housing officer

If housing officer says no then the board will approach an agency. To offer a temporary manager role for a three to six month period.

BHP will let us know which agency they use.
 Paula will contact agency for CVs.
 Once CVs are in place Ryan and Paula to look at shortlist.

Three week deadline for appointment.

AOB
 Paula to talk to EWA re parking as no new permits are issued.
 Dawn wants to flag that the leaseholder figures are due to come back next month.