



GREAT YARMOUTH
BOROUGH COUNCIL

Great Yarmouth Tenants Forum

Date: Wednesday, 04 February 2015

Time: 17:30

Venue: Council Chamber

Address: Town Hall, Hall Plain, Great Yarmouth, NR30 2QF

AGENDA

Open to Public and Press

1 CODE OF CONDUCT 3 - 3

Members are asked to note the Code of Conduct.

2 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3 MINUTES 4 - 7

To confirm the minutes of the meeting held on 3 December 2014.

4 MATTERS ARISING

To consider any matters arising from the above minutes.

5 FORUM BI-MONTHLY OUTREACH MEETINGS

To discuss and distribute the following tasks:

- Design leaflets & flyers (PK)
- Invite Ward Members to attend (PK)
- Deliver leaflets(Pk & others)
- Key collection
- Set out meeting room
- Meet & Greet

- Refreshments
- Note taking
- Photography
- Clearing up

To discuss the use of the Rural North Caravan for future recruitment drives.

6 CO-OPTION

Co Option Form

8 - 8

Please complete & submit this form if you wish to be considered for co-option on to the Tenants Forum.

7 REPORTS AND UPDATES

- GYN Liaison Board
- CHB
- Communications Group
- Foster Liaison Group
- Scrutiny Panel
- General Meetings

8 ANY OTHER BUSINESS

To consider any other business as may be determined by the Chairman of the meeting as being of sufficient urgency to warrant consideration.

9 DATE AND TIME OF NEXT MEETING

The first informal meeting will be held on Wednesday, 4 March 2015 at 5.30 pm in Da'Volls Community Room, Gorleston.

Code of Conduct

Members and guests must comply with the Terms of Reference and Code of Conduct at all times

- Members must always be aware of their responsibilities to represent all tenants and leaseholders of the Borough, and to make decisions in an efficient, fair and responsible way.
- Members will provide new members with appropriate support and make them feel welcome at all times.
- Attendees shall treat each other, including forum members, Council Officers and guests of the Forum with respect at all times.
- Members shall conduct themselves in a manner that will not cause offence to others. Racist, sexist or inflammatory remarks or abusive behaviour will not be tolerated. The Chairperson has the right to warn a member of their behaviour. If they persist they will be asked to leave the meeting until further notice by the Chair. Within seven days the Chair and the Community Development Manager must arrange a date and time to hold a meeting (which must be held within 28 days of the incident) for them to discuss the incident and to make a decision on what action to take.

A serious breach of any of the Forum's Code of Conduct may result in a member, following a majority vote, being asked to relinquish their position.

Great Yarmouth Tenants Forum

Minutes

Wednesday, 03 December 2014 at 17:30

PRESENT:

Mr P Kirkpatrick (in the Chair); Mrs C McDonald, Mrs B Dawkins, Mr N Gallant, Mr P Burrage, Mr J Jones, Mrs D Gillett, Mrs A Arger, Mrs K Watt, Mr R Taylor & Mrs S Taylor.

Mr J Watt & Mr D Quinn (Tenant Guests)

Ms H Notcutt, Mr P Bunn & Mrs C Webb (GYBC Officers)

Councillor P Linden.

1 DECLARATIONS OF INTEREST

There were no declarations of interest given at the meeting.

2 CODE OF CONDUCT

Forum members noted the code of conduct.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from Peter Nichols and Jaime McGarrity.

4 MINUTES

The minutes of the meeting held on 12 November 2014 were confirmed.

5 MATTERS ARISING

There were no matters arising which were not covered elsewhere on the agenda.

It was noted that apologies from Peter Burrage, Peter Nichols and Karin Watt had not

been recorded in the minutes.

6 ELECTION OF VICE-CHAIRMAN

Nominations had been received from Christine McDonald, Jaime McGaritty and Peter Burrage.

Following a vote, it was RESOLVED:

That Christine McDonald be elected as Vice-Chairman of the Tenant Forum for a term of two years.

7 GYN LIAISON BOARD

The Community Development Manager explained the difference between the GYN Liaison Board and the GYN Board.

Nomination forms for election to the GYN Liaison Board were submitted by interested Forum members.

All nominated members addressed the Forum and explained why they wished to be nominated to the GYN Liaison Board.

Following a vote, it was RESOLVED:

That Christine McDonald and Reg Taylor be elected as Forum members to the GYN Liaison Board.

8 CO-OPTION

Co Option Form

It was noted that no nomination forms were received for co-option to the Forum.

9 GYCH FORUM STRATEGIC PLAN

The Community Development Manager reported the background behind the request for an annual priority for the Forum during 2015. This would not exclude other issues which arose during the year on an ad-hoc basis.

The following annual priorities were suggested for the Forum to progress during 2015:

(i) the formation of a Youth Forum

(ii) to stage a Recruitment Drive

Forum members were keen to stage a recruitment drive, especially in areas of the Borough where there was no tenant involvement.

The Chairman reminded the Forum that the Rural North TARA would be willing to use its caravan for this purpose but that funding would be required to provide a suitable towing vehicle and relevant insurances.

It was suggested that the Forum contact the Ward Councillors to see if they could offer funding from their Ward Budgets.

John Watt reported that he would pass his Motorbility contact details to Nigel Gallant who had suggested that a tow bar could be fixed to his vehicle to tow the caravan, if this was allowed.

Councillor Linden requested that the Vice-Chairman write an article for the Tenant's Newsletter outlining why she wanted to be a tenant representative to inspire other tenants to become involved.

RESOLVED:

(i) That the Chairman write to all the Councillors asking for funding towards the Tenant Recruitment drive.

(ii) That a Tenant Recruitment Drive be nominated as the Strategic Objective for the Tenant Forum during 2015.

10 GYBC VISIONING

The Community Development Manager gave a brief verbal report of the work undertaken by the Council's Transformation Team.

The Forum felt that they should have been involved more fully in the Council's Transformation process as the needs of tenants and the future of social housing in the Borough were extremely important.

RESOLVED:

That the Director of Housing and Neighbourhoods be informed that the Forum wish to be fully involved in the Council's Transformation Programme.

11 REPORTS AND UPDATES

- GYCH Board - no update available
- Communications Group - more input/articles from the Forum required.
- Foster Liaison Group - next meeting to be held on 16 December 2014 at 2 pm.
- Scrutiny - next meeting to be held on 10 December 2014.
- General Meetings - Please contact Hilary Rickwood if you are unable to attend a meeting and give your apologies. Paperwork can then be e-mailed to you to keep you in the loop.

12 ANY OTHER BUSINESS

A Forum member submitted a copy of a Solar Panel report for information. A copy would be sent to the Director of Housing & Neighbourhoods and a copy would be sent out with the minutes.

13 DATE AND TIME OF NEXT MEETING

The next Forum meeting would be held on Wednesday, 4 February 2015 at 5.30 pm

in the Town Hall.

The meeting ended at: 19:30

GYCH Tenant Forum Co-option form

Date of nomination:

Name of Tenant to be nominated for co-option

Print

sign

Name of Tenant proposer

Print

sign

Name of Tenant seconder

Print

sign

<p>The nominated tenant will be given the opportunity to speak to the forum regarding their interest in being co-opted.</p>
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