

**MINUTES OF BARLO BUSINESS DEVELOPMENT GROUP**  
**WEDNESDAY 21<sup>st</sup> MAY 2008**  
**UCAN Centre, Hatfield Road, Halliwell, Bolton**

<b>Members present:</b>	Jane Coldwell	Private Landlord
	Andy Patel	Private Landlord
	John O'Donnell	Private Landlord
	Kath Gough	Independent
	Nick Burton	Private Landlord
<b>Also present:</b>	Carole Jackson	Money Skills
	Julianne Scarlett	Community Housing Services
<b>Circulation:</b>	Derek Gradwell	Councillor
	Stephen Gallagher	Independent
	Diana Brierley	Councillor
	Philip Ward	Private Landlord
	Cath Conniffe	Community Housing Services
	Linda Thomas	Councillor

**1. Introductions and Apologies**

Apologies received from PW, and DB, LT because of full Council meeting tonight for elected members .expecting to hear soon about changes to their portfolios. JS also advised group that BARLO Board had agreed to look at options for introducing more flexibility in Articles of Association to enable us to attract greater number of landlords into vacant position.

**2. Minutes and matters rising**

- a) Energy performance certificates, articles produced for landlord newsletter, private sector contractor advertisement also included. JO mentioned possible that cost of EPC will be as low as £40 by October 08
- b) Local Housing Allowance rates were considered low by Bolton Council initially, June rates have now improved following recent request from Housing Benefits service for clarification on how they are calculated
- c) Telecare are happy to promote their services to private landlords on request will attend a landlord forum, arrange access / visit to unit demonstrating facilities.

- d] New landlord forum open to all private landlords start on 02.07.08 hopefully this will also help us identify potential landlords for vacant positions on BDG / Board
- e] Will develop protocol for dealing with conflicts of interest when new elected members are in new roles
- f] Barlo members survey first draft has been produced but as knowledge and information officer now on maternity may lead to delay until additional resources identified.

**Actions: JS to keep group updated on survey**

### **3. Money Skills Presentation**

JC introduced this agenda item following a presentation at BCH JC felt this service would be of particular interest to private landlords. Carole Jackson delivered a presentation on the Money Skills Service which aims to ensure that people are financially included, the main body of the presentation include a quiz on financial and debt issues many of the answers / figures generated a lively discussion, feedback and comments included

- Landlords would definitely use the money skills pack when assessing tenants ability to pay
- Can we introduce the pack to young people / even take it to schools
- 75% of those attending the money skills workshops are in receipt of benefits
- The pack itself landlords felt was very well put together
- Can we add the Local Housing Allowance rates to the pack
- Introduce to other landlords via forum / website add as PDF and links to BARLO
- Landlords could introduce pack to tenants at the very beginning of a tenancy
- Check that the money skills service and pack are referenced in the draft of landlords rent account pack

CJ was thanked for her very enjoyable and interactive presentation

**Action Add LHA rates to pack CJ**  
**Add PDF and link to BARLO website**  
**Trial pack with private tenants JC**

#### **4. NWLA Merger**

JOD gave the group an update on the merger of NWLA with North West Property Owners Association / East Lancashire Landlord Association now representing over 800 landlord / investors.. Between the 3 organisations whilst they have merged structurally / financially and employed a Chief Executive Officer Tony McVey working two days a week with a legal background offering members advice on S21 and Notices The 3 individual organisations will for the time being retain their individual identities.. JOD now contributed over 20 years service to NWLA and for the time being at least hopes to continue with his role in BARLO.

#### **5. Private Rented Sector Update**

Revised Code of Standards and Accreditation Scheme Operation Guide now in use / circulation

Action JS to update BARLO Action Plan for review at future meeting

#### **6. AOB**

Meeting date 18.06.08 cancelled due to holidays / apologies

**Next Meeting Date to be confirmed 6.00 – 7.30pm UCAN Centre,  
Hatfield Road Halliwell, Bolton**