

**\MINUTES OF :**     **Bolton Accredited Residential Landlord Organisation**  
                          **[BARLO] Board Meeting**  
**DATE :**             **Wednesday 28<sup>th</sup> March 2007 at 6.00pm**  
**VENUE :**            **UCAN Centre, Hatfield Road, Halliwell, Bolton**

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<b>Present</b>	<b>Linda Thomas</b>	<b>Councillor</b>
	<b>John O'Donnell</b>	<b>Private Landlord</b>
	<b>Philip Ward</b>	<b>Private Landlord</b>
	<b>Andy Patel</b>	<b>Private Landlord</b>
	<b>Steven Gallagher</b>	<b>Independent</b>
	<b>Julianne Scarlett</b>	<b>Private Landlord Project</b>
	<b>Cath Conniffe</b>	<b>Strategic Housing Unit</b>
<b>Apologies</b>	<b>Kath Gough</b>	<b>Independent</b>

### **1. Welcome and Apologies**

KG on holiday

### **2. Minutes and Matters Arising**

JO'D confirmed minutes as an accurate record. Action Plan reviewed by all and no changes / updates requested. Use photos from BARLO Housing Ltd official launch event to promote BARLO and generate publicity.

### **3. Business Planning Framework Document**

JS distributed copies of the draft BARLO Business and Delivery Plan and the group agreed to focus the main body of the meeting to reviewing and discussing the document. JS took members of the Board through Business Plan page by page, lengthy discussion followed with the following general points noted

- We should aim to create pride among landlords in being a part of BARLO and pride in the quality of their property / management standards
- In accreditation is it too easy to become a member, how do we sustain landlord involvement, are we too nice.
- Landlords need help, if its not legal we will not help, see Council as training providers
- Consider setting up Advice Line as link to services, promoting tenant reference checks, how to serve notices etc.
- General feeling as many established landlords leaving private rented sector as new landlords joining.
- Could expand benefits and incentives but need to ensure resources available to deliver new products / services

Suggested amendment / improvements to the Business Plan included

- Section 2.0 Amend strapline to 'First choice in the private rented sector, accredited homes'

- Section 7.0 Move the Achievements to the front of the document
- Add to final draft photographs / images to improve visual impact
- Produce Landlord summary document for wider circulation.

JS will share in current format with Joint Services Group and other partners next as the Delivery Plan in particular will require their support and contributions if BARLO is to maximise and realise its potential.

Any further feedback / comment on the Business Plan / Delivery Plan to JS direct after today before the next Board meeting.

**Action JS to amend Business Plan as per recommendations above and circulate for comment among relevant stakeholders.**

#### **4. BARLO Launch Event Update**

Three weeks until launch with 154 seats / tickets confirmed so far target is 200 ticket sales. Ten x sponsors confirmed to date includes Bolton Council and Bolton at Home. PLP officers will be following up contacts / encouraging BARLO members to attend / purchase tickets. Entertainment and menu details shared and approved. JO'D offered slot at next NWLA meeting to promote BARLO event.

**Action JS to attend NWLA meeting @ Bolton Arena 2<sup>nd</sup> April 2007**

#### **5. AOB**

LT thanked all BARLO members for their support, recognising the achievements to date listed in the BARLO Business Plan.

**Next BARLO BOARD Meeting Wednesday 27<sup>th</sup> June 2007 at 6.00pm**