

SOUTHERN SHELTERED HOUSING JOINT BOARD

MINUTE OF PRIVATE MEETING

HELD ON TUESDAY 18TH OCTOBER 2021 AT 5.00pm

Present:	Mr D Radcliffe (Chairman), Mrs B Williams (Vice Chair) & Mr R Lewis
Apologies:	Mrs B Guy & Miss D Quinney
In Attendance:	Mr P Gawne, Clerk to Arbory and Rushen Parish Commissioners and independent administrator of the tender process

1. The Chair declared the meeting open, welcomed the Board and noted the apologies. The Chair asked for declarations of interest, none were made.
2. The meeting was held to open submissions from bodies applying to undertake the administration contract for the Southern Sheltered Housing Joint Board, to consider those applications and agree which submission would be successful.
3. Mr Gawne reported that two bodies had expressed an interest in making a submission to undertake the contract. Of those two, Port Erin Commissioners had informed Mr Gawne on the 14th October that they would not be making a submission. One submission had been correctly submitted and that was from Port St Mary Commissioners.
4. Mr Gawne presented the unopened Port St Mary Commissioners' submission to the Chair who opened the sealed submission in front of the Board. The Chair then distributed copies of the submission document to the meeting for consideration.
5. The Board read through the submission and agreed that it answered all the core matters required of a body, in line with the agreed draft service level agreement (attached) which formed the basis of the tendering exercise. The Board members unanimously agreed to accept Port St Mary Commissioners submission to undertake the administration contract for the Southern Sheltered Housing Joint Board until 1st April 2026.

The Chair closed the meeting at 5.30 pm.