

NOTTINGHAM CITY HOMES**REPORT OF ACTING COMPANY SECRETARY****BOARD
17 MAY 2007****REPORTS BACK FROM COMMITTEES AND TASK GROUPS****1 SUMMARY**

- 1.1 To brief summary details and key issues considered by committees and task groups meeting since the March 29th Board meeting.

2 RECOMMENDATIONS

- 2.1 To note and comment on the summary reports.

3 REPORT**3.1 *Audit Committee meeting 2nd April 2007***

Unfortunately, the quorum for this meeting was not met; consequently no resolutions could be passed at the meeting.

The Board will wish to know that, prior to this meeting, the Chair of the Audit Committee had written to the City expressing concern about the service quality of the internal audit service being received by NCH. The 2nd April meeting heard further from the City's Head of Risk and Audit Services regarding service quality but the matter was not resolved.

The Committee heard that progress in preparing for the market testing of internal audit services was proceeding well.

Committee heard that only one recommendation remained outstanding from current audit reports within the annual audit plan.

Committee received details of the newly created Fraud Register and that the committee would receive full reports of any such incidents and actions being taken as a result.

Committee were taken through the current audit reports by the City's Head of Risk and Audit – in respect of Cash Collection; Allocations Follow-Up Audit; Repairs: Creditors – Purchase and Fuel Cards Audit.

The next meeting of the Audit Committee is on 21st May.

3.2 *Governance Task Group meeting 24th April*

This was the second meeting of the Group.

The Group considered possible amendments to the Articles for the second time, agreed on a final set of proposed amendments to recommend to the Board.

The Group requested the Chief Executive to speak with all Tenant Strategic Board members and Independent Strategic Board members to ensure that the Board was clear about which board members had intentions or aspirations about continuing on to the new Board.

The Group considered the opportunities available for former Operational Board members to continue their involvement with NCH, and requested

the Chief Executive to speak with the former Operational Board Independent members to be clear about their skills and interests etc. The Group considered and commented on a first draft Scheme of Delegation for the Board, Committees and the Executive. The Group considered and commented on the draft Tenants Compact where the linkages between the governance structure and tenant involvement structure are set out. The Group's next meeting is set for 22nd May.

3.3 ***Repairs Task Group meeting 25th May 2007***

This was the second meeting of the group. The Group agreed their Terms of Reference for recommendation to the Board. The Group received and considered a detailed briefing from the Interim Director of Property Services, and agreed that he should also provide a briefing directly to the Board, to be considered as a confidential item of business. The Group's next meeting is to be agreed within the week commencing 16th July.

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