

NOTTINGHAM CITY HOMES**REPORT OF COMPANY SECRETARY****BOARD**
26th July 2007**GOVERNANCE REVIEW****1 SUMMARY**

- 1.1 This report brings together the outstanding matters from the Governance Review overseen by the Governance Task Group.
- 1.2 Approval of the following set of recommendations from the Governance Task Group will provide the Company with a very sound governance platform for the foreseeable future.

2 RECOMMENDATIONS

- 2.1 To approve the Company's new Standing Orders in 3 sections (Governance, Financial Regulations, Tender and Contract Procedure Rules), subject to any minor amendments required following consultation with the City Council's S.151 Officer.
- 2.2 To approve the proposed new policy and process for the recruitment of new Independent Board members, subject to any minor amendments required following consultation with the City Council.
- 2.3 To approve the proposed new policy and process for the recruitment of new Tenant Board members, subject to any minor amendments required following consultation with the City Council and Tenant and Leaseholder Congress.
- 2.4 To approve the new procedure for dealing with information or allegations of Board member misconduct
- 2.5 To approve the new Board members expenses policy
- 2.6 To agree that the Governance Task Group has completed its task and may now stand down. Any residual matters relating to the Governance Review are to be brought directly to the Board as necessary.

3 REPORT

- 3.1 As per Summary and Recommendations above. The documents for approval have been reviewed and developed by the Governance Task Group and substantially represent the completion of the Task Group's work, they are set out as follows (any appendices referred to in each document are not enclosed unless considered particularly significant) –
 - App.1 – Standing Orders Part 1: Governance
 - App.2 – Standing Orders Part 2: Financial Regulations
 - App.3 – Standing Orders Part 3: Tender and Contract Procedure Rules

App.4 – Recruitment of Independent Board Members
App.5 – Recruitment of Tenant Board Members
App.6 – Procedure for Dealing with Information or Allegations of Board Member Misconduct
App.7 – Board Members Expenses Policy

- 3.2 Where discussions with the City Council result in substantive (as opposed to minor amendments) amendments proposed to the Financial Regulations, then the document will be brought back to the Board for reconsideration.
- 3.3 Similarly, where discussions with the City Council in respect of the new recruitment proposals for new Independent Board members, and with the City Council and Tenant and Leaseholder Congress in respect of the new Tenant Board member recruitment proposals, result in substantive rather than minor amendments, then the document(s) will be brought back to the Board for reconsideration.

4 OTHER OPTIONS

- 4.1 The Board has previously determined the need for the Governance Review

5 FINANCIAL & RISK IMPLICATIONS

- 5.1 Operating without effective governance policies and procedures exposes the Company to very great risk in many areas – financial, accountability, reputational etc.

6 IMPLICATIONS FOR NOTTINGHAM CITY HOMES OBJECTIVES

- 6.1 Effective governance arrangements are essential to enable the Company to be able to work towards achieving its objectives.

7 VALUE FOR MONEY & EFFICIENCY ISSUES

- 7.1 Effective governance arrangements are a prerequisite for an efficient organisation.

8 EQUALITY & DIVERSITY IMPLICATIONS

- 8.1 Effective governance arrangements will ensure that equality and diversity matters remain a continued focus for the Company.

9 BACKGROUND MATERIAL AND PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

- 9.1 External best practice

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