

THE BOARD

MINUTES of the **Public Meeting** held on **18 SEPTEMBER 2008** at 14 Hounds Gate from 5:30 pm to 8:05 pm.

Board Members:

Ade Aderogba
Graham Chapman (left 7:00 pm)
Anne Dean
Harry Everington
Peter Linford
David Liversidge
Margaret Pugsley
Paul Rowe (Chair)
Valerie Schneider
Graham Ward

Also in Attendance:

Steve Everson	Interim Director of Finance
Mark Johnson	Director of Property Services
Chris Langstaff	Chief Executive
Janet Locker	Senior Governance Officer
Alison Mapp	Company Secretary & Solicitor
Gill Moy	Director of Housing Operations (arrived 7:15 pm)
Ian Rabett	Head of Health & Safety
Amanda Schofield	Director of Strategy & Partnerships
Derek Martin	Director of Regeneration, Planning & Transport (NCC) (left 6:20 pm)
Rasool Norat	Head of Regeneration (NCC) (left 6:20 pm)

08/21 WELCOME, INTRODUCTIONS & CHAIR'S ANNOUNCEMENTS

The Chair welcomed Derek Martin and Rasool Norat to the meeting.

The Chair announced that the order of the Agenda was changed.

08/22 APOLOGIES FOR ABSENCE

Apologies were received from Tim Bell, Martyn Kingsford Janet Storar and Malcolm Wood.

08/23 DECLARATIONS OF INTEREST

None declared.

08/24 CONFIRMATION OF MINUTES OF THE MEETING HELD ON 31 JULY 2008

The Board adopted the minutes as a true and accurate record of the meeting.

08/25 MATTERS ARISING FROM BOARD MINUTES

08/25.1 Minute Ref: 08/11

The Chair asked the Chief Executive (CEX) to clarify the position in relation to talks with the Unions. The CEX confirmed that the talks were ongoing.

08/25.2 Minute Ref: 08/17

The Chair asked for confirmation that the tenants' rights and obligations had been incorporated in the Customer Focus Strategy. The CEX confirmed that he was confident that they had been included.

08/25.3 Minute Ref: 08/19.1

The Chair asked for confirmation that the guide lines had been completed. The CEX confirmed that the matter would form part of the agenda at the next Board Away Day.

08/26 CHIEF EXECUTIVE'S REPORT

Consideration was given to a report of the Chief Executive (CEX) which briefed the Board on some of the ongoing key matters.

The CEX reported that the report one recommendation and that was for the Board to approve the Christmas holiday arrangements.

The Director of Property Services (DPS) confirmed that JCT contract would be sealed by Nottingham City Council (NCC) in September 2008.

The Board discussed the arrears levels and requested that information about the collections to be included when the information was next reported.

Graham Chapman commented that he was pleased with the way in which the Company had handled press and media coverage, in particularly the apprenticeship scheme, which was leading the way for the City.

RESOLUTION:

The Board:

- 1. Approved the additional day leave on 2 January 2009 in recognition of the considerable effort that the workforce have made in improving the services and preparing for inspection; and**
- 2. Noted the remainder of the report.**

08/27 NOTTINGHAM CITY COUNCIL – STRATEGIC REGENERATION INITIATIVES

Derek Martin, the Director of Regeneration, Planning and Transport (NCC) introduced the report and gave a presentation on the current regeneration initiatives being undertaken by NCC and their relevance to NCH. A copy of the presentation was circulated at the meeting.

The Board noted the report and presentation.

08/28 HEALTH & SAFETY STRATEGY AND HEALTH & SAFETY POLICY

Consideration was given to the report of the interim Director of Organisational Development. The Head of Health & Safety advised the Board that the Company was aiming to achieve a world class health and safety service and achieve accreditation in ISO 18001 - Occupational Health & Safety Management System.

The Board discussed the section in the policy which referred to Board responsibilities and the changes in law. The Board requested that the policy be amended accordingly.

The Board was advised that they would be required to sign the Health & Safety Policy at the next meeting of the Board.

RESOLUTIONS:

The Board:

- 1. noted the Health & Safety Strategy; and**
- 2. noted the Health & Safety Policy, subject to the amendments.**

08/29 HOUSEMARK DATE 2007/08 AND 2008/09

Consideration was given to a report of the Director of Finance, ICT & Governance which presented the Company's actual expenditure and performance in 2007/08 and budget for 2008/09.

The Interim Director of Finance advised that it was important for the Board to focus on the draft report. The unit costs had reduced.

The CEX informed the Board that the Company would use the data when setting the budget and it will assist the Company in making more informed decisions.

The CEX advised that improvements on performance were still to be made.

The Board noted the report.

08/30 STATUS SURVEY

The Director of Strategy & Partnership (DSP) introduced the report. The DSP gave a presentation on the headlines results of the survey. A full copy of the Status Report was circulated at the meeting.

The Board was informed that the direction of travel had improved but the Company need to work on the areas that were reported to be bottom quartile.

The CEX advised that the results would be publicised and a press release will be made. The Status Survey will form part of the agenda for the Board Away Day in October. The Board was asked to read to document and feedback any comments to the DSP.

The Board noted the report and agreed to feedback comments to the Director of Strategy & Partnership.

08/31 2008/09 DELIVERY PLAN AND BUDGET PROGRESS REPORT AND 2009/10 DELIVERY PLAN AND BUDGET PREPARATION UPDATE

Consideration was given to a report of the DSP the purpose of the report was to update the Board on the Company's performance against the Delivery Plan and the progress to develop the 2009/10 Delivery Plan and Budget. The DSP highlighted the key priorities and advised that they were broadly on target.

The Board discussed the issues in relation to the current economic climate mainly rent arrears and the management agreement.

The Board received the report for information.

08/32 ANNUAL INDEPENDENT REVIEW OF NOTTINGHAM CITY HOMES CITYWIDE COMPACT

The Director of Housing Operations presented the report and advised the Board that the main recommendation was for the Board to agree in principle to the adoption of the Resident Involvement Statement.

RESOLUTION:

The Board agreed in principle to adopt the Resident Involvement Statement which replaces the Tenant and Leaseholder Strategy.

08/33 NOTTINGHAM CITY HOMES PROCUREMENT STRATEGY UPDATE AUGUST 2008

The DPS presented the strategy and advised that one million seven hundred thousand pounds (£1.7m) in savings had been achieved and the Company was looking to achieve a total of seven million pounds (£7m) on the overall spending.

The Chair asked whether the Company should consider Insolvency Bonds, in response the DPS advised that the contracts were with NCC and the risk was about the change in market.

The Board noted the report and procurement strategy update.

08/34 REVIEW OF NCH EQUALITY, DIVERSITY & COMMUNITY COHESION AGENDA

Consideration was given to the report of the DSP, which provided the Board with an overview of the achievements to date and an action plan.

The DSP informed the Board that the Equality & Diversity Strategy would be presented to the 20 November Board meeting.

The Board was advised of the changes within the team and the departure from the Company of Vincent Bryce.

The Board noted the report.

08/35 FORWARD PLAN

The Forward Plan for the Board and the Board's Committee was presented and considered. The CEX advised the Board that two items were to be included in the Forward Plan in respect of the next meeting:

- (i) Repairs Maintenance; and
- (ii) Caretaking

The Board noted the Forward Plan.

08/36 ANY OTHER BUSINESS

None.

08/37 DATE OF THE NEXT MEETING

The Board agreed that the date of the next meeting is scheduled for 20 November 2008 in the Board Room, 14 Hounds Gate, Nottingham, NG1 7BA at 5.30pm.

The Meeting ended at 8:05 pm.

SIGNED..... DATE.....