

THE BOARD

MINUTES of the **Public Meeting** held on **19 March 2009** at 14 Hounds Gate from 5:30 pm to 7.15 pm.

Board Members:

Ade Aderogba
Graham Chapman (Left meeting at 7.00pm)
Anne Dean
Harry Everington
Peter Linford
Margaret Pugsley
Paul Rowe (Chair)
Valerie Schneider
Janet Storar
Graham Ward
Malcolm Wood

Also in Attendance:

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| Julie Crook | Director of Finance, ICT & Governance |
| Mark Johnson | Director of Property Services |
| Chris Langstaff | Chief Executive |
| Maria Hemphill | Chair of Area 2 Panel and Chair of Repairs Forum |
| Lorraine Hayes | Governance Officer |
| Alison Mapp | Company Secretary & Solicitor |
| Gill Moy | Director of Housing Operations |
| Colin Muge | Member of public |
| George Pashley | Director of Organisational Development |
| Amanda Schofield | Director of Strategy & Partnerships |

08/65 WELCOME, INTRODUCTIONS & CHAIR'S ANNOUNCEMENTS

The Chair welcomed Colin Muge and Maria Hemphill to the meeting.

08/66 APOLOGIES FOR ABSENCE

Apologies were received from David Liversidge, Tim Bell and Martyn Kingsford

08/67 DECLARATIONS OF INTEREST

The Chief Executive Officer declared an interest in item 08/71 Pay award 2008.

**08/68 CONFIRMATION OF MINUTES OF THE MEETING HELD ON
22 JANUARY 2009**

The Board adopted the minutes as a true and accurate record of the meeting subject to the following amendments:

08/68.1 **Minute 08.59.5** Clarification on resolution 6, removed "and" at the end of the resolution. Resolution 6 was the final resolution.

08/68.2 **Minute 08.61** Substitute the word “million” for “thousand”.

08/69 MATTERS ARISING FROM BOARD MINUTES

08/69.1 **Minute ref 08.59.3** Meeting proposed week commencing 30 March 2009.

08/70 COMPANY SECRETARY’S REPORT

The Company Secretary & Solicitor presented a report and highlighted the main points.

08/70.1 Board Recruitment

The Board was informed that the Company would commence the recruitment and selection process for both categories of Board members. The A5 poster for Board members will be circulated with tenant newsletters. Volunteers from the Board would be sought to sit on the recruitment panels. With the support of the Chief Executive and the Company Secretary, the panels would need to consider the skills and level of expertise required of prospective candidates. It was noted that East Midlands Development Agency (EMDA) holds a list of business people who may be interested in sitting on the board as Independent members. Nottingham City Council has a list of ambassadors and it may be beneficial to circulate advertisement to them. In addition, the issue of diversity of the Board would need to be addressed.

08/70.2 Allocation and tenancy management panels

The Company Secretary & Solicitor presented the draft Appeals panel procedure for consideration by the Board.

08/70.3 Remuneration of Board Chairs

The Board was asked whether they wished to consider the issue of the remuneration of Board Chairs being canvassed with the National Federation of ALMOS, following the issue of remuneration of Board Chairs generally being brought to the attention of Ade Aderogba.

The Board agreed that for the foreseeable future this was not an issue they wished to explore at this time.

08.70.4 Use of the Company Seal

The Board was advised of the use of the Company seal in accordance with the Tender and Contractual Procedural Rules for the contract between Nottingham City Council, Nottingham City Homes and Vinshire Plumbing and Heating Ltd.

08/70.5 Compensation Payments

The Board was asked to authorise the payments of two compensation claims. The Board was advised that the payments were in respect of the complaints raised under the Company’s 3C’s procedure.

The Company's Financial Regulations Standing Order were to be reviewed in May 2009 by the Director of Finance .

The Board agreed that the payments should be scrutinised by Performance and Regulatory Committee for compensation payments in excess of One thousand pounds (£1k) in the first instance and then reported to the Board. This will incorporated into the review of the Standing Order however in the meantime, the current arrangements will remain in place..

08/70.6 Review of the Governance Structure

The Company Secretary & Solicitor informed the Board that the Governance Structure was last reviewed in 2007.It was agreed that the Chair and Vice chair would review the Governance arrangements and would come back to the Board with their recommendations prior to the Annual General Meeting.

RESOLUTIONS

The Board:

- 1. noted the preparations for the Board recruitment;**
- 2. approved the Tenancy Management appeals process;**
- 3 agreed not to canvass the National Federation of ALMO'S on the remuneration of Board Chairs and were satisfied with the current arrangements;**
- 4. noted the use of the Company seal;**
- 5. authorised the compensation payments in excess of one thousand pounds (£1,000); and**
- 6 Chair and Vice Chair to report back to the Board prior to the Annual General meeting on the review of the Company's Governance arrangements.**

08/71 THE CHIEF EXECUTIVE'S UPDATE REPORT

The Chief Executive (CEX) updated the Board on some of the ongoing key matters.

08/71.1 Housing Finance

The CEX reported the anticipated change by Government into the way Public Sector Housing would be financed in the future.

A White Paper is to be launched at the end of April/beginning of May outlining proposals for the new Housing Finance System.

Malcolm Wood proposed that it would be an opportunity for the Company to lobby tenants and leaseholders and that close working with the Chartered Institute of Housing and the Local Government Association

should take place. The CEX confirmed that the Director of Finance ICT and Governance (DFIG) was a member of the National review group.

08/71.2 Initiative to support Strategic Regeneration Framework (SRF)

The CEX Informed the Board of the opportunity to work closely with the City Council and the Broxtowe Education Skills and Training (BEST) on a social enterprise based within the Broxtowe area. The Board agreed the concept and the CEX would bring back to Board a further report on the final details. The Director of Property Services gave a brief update to the Board on the Secure Warm Modern programme and confirmed that the programme was on target. The Board requested an update at the next meeting.

08/71.3 2008 Pay Award

The Board was asked to note an increase of 0.3% in the 2008/09 pay award following a referral to ACAS for final arbitration. The Director of Organisational Development (DOD) informed the Board that clarification would be sought on whether Chief Officers and craft workers are affected by the award.

08/71.4 Publication Weekly Arrow

The CEX informed the Board that the City Council had approached the Company to consider advertising Home Link properties in the Nottingham Arrow a weekly publication distributed to approximately one hundred and seventeen thousand properties. The Board delegated the decision on this to the CEX and Chair. It was agreed that a briefing note would be circulated to the Board.

08/71.5 Charity Cycle Ride

The Leader of the City Council was to embark on a charity cycle ride from London to Paris in support of the Mayors charity for 2009. The Company had been asked if we would provide a support vehicle. This was agreed subject to the finite detail in respect of Insurances and fuel being clarified.

RESOLUTIONS

The Board:

- 1. noted the contents of the report;**
- 2. agreed the concept of (SRF) subject to a final report being presented to Board;**
- 3. noted that the DOD would seek clarification on 2008/09 Pay award in respect of Craft Workers and Chief Officers;**
- 4. delegated authority to the Chair and CEX; and**
- 5. supported the use of a company vehicle subject to clarification on Insurances and Bio fuel availability.**

08/72 2009/10 DELIVERY PLAN

The Director of Strategy & Partnerships presented the Company's final Delivery Plan.

RESOLUTION:

The Board: approved the Final Delivery plan that would be submitted to Nottingham City Council.

08/73 2009/10 BUDGET

The Director of Finance ICT and Governance (DFIG) informed the Board that on 6 March 2009 the Housing Minister had announced that the Government would be making available additional funding to local authorities to reduce the average rent increases from 6.2% to 3.1%. A new draft determination would commence on 23 March 2009 followed by four weeks consultation period. It was noted that a further report would then need to be presented to the Executive Committee of Nottingham City Council to set the level of rents increase.

The DFIG explained that NCC would then need to give twenty-eight days notice for the rent increase to take effect.

The Board:

- 1. approved the 2009/10 budget; and**
- 2. noted the remainder of the report.**

08/74 District Auditors report into the Councils Allocation of Properties to Housing Tenants.

The Director of Organisational Development (DOD) informed the Board on the Company's response to the District Auditors report published in January 2009. The Board was informed that events had moved on and that an Independent Counselling Service would soon be in place to deal with employee concerns. The Company had sought external legal advice from Counsel on the findings of the Report.

The Board noted the report

08/75 HOUSING INSPECTION REPORT

The Director of Strategy & Partnerships formally reported to the Board the Audit Commissions report into Nottingham City Homes.

The Board noted the report and accepted the recommendations of the Audit Commission.

08/76 ANY OTHER BUSINESS

None.

08/77 DATE OF THE NEXT MEETING

The Board agreed that the date of the next meeting is scheduled for 21 May 2009 in the Board Room, 14 Hounds Gate, Nottingham, NG1 7BA at 5.30pm.

The Meeting ended at 715 pm

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