

THE BOARD

MINUTES of the **Public Meeting** held on **23 JULY 2009** at 14 Hounds Gate from 5:30 pm to 7.40 pm.

Board Members:

Ade Aderogba MBE
Anne Dean
Harry Everington
Peter Linford
Margaret Pugsley
Paul Rowe (Chair)
Valerie Schneider
Janet Storar
Malcolm Wood

Also in Attendance:

Carol Aaron	Acting Head of Change Management & Development
Julie Crook	Director of Finance, ICT & Governance
Mark Johnson	Director of Property Services
Chris Langstaff	Chief Executive
Janet Locker	Senior Governance Officer
Alison Mapp	Company Secretary & Solicitor
George Pashley	Director of Organisational Development
Amanda Schofield	Director of Strategy & Partnerships

08/91 WELCOME, INTRODUCTIONS & CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting.

08/92 APOLOGIES FOR ABSENCE

Apologies were received from Tim Bell, Graham Chapman and Martyn Kingsford.

08/93 DECLARATIONS OF INTEREST

Harry Everington declared an interest in Agenda Item 6 as a co-opted member.

**08/94 CONFIRMATION OF MINUTES OF THE MEETING HELD ON
19 MARCH 2009**

The Board adopted the minutes as a true and accurate record of the meeting subject to the inclusion of Tim Bell who was in attendance.

08/95 MATTERS ARISING FROM BOARD MINUTES

None.

08/96 COMPANY SECRETARY'S REPORT

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

08/96.1 Board Recruitment

The Board was given an update on the recruitment programme.

Tenant Board Member Vacancies

The Company Secretary & Solicitor (CSS) advised that there had been a disappointing response to the recruitment campaign and the Company was to review the process for the future to include working with the tenant involvement movement and marketing to attract people to the Board.

The Board was informed that the Tenants & Leaseholder Congress's preferred option was for an indirect election and the two applications which had been shortlisted should be passed to them to consider the appointments. The CSS confirmed that a direct election process was not viable and the indirect election process option was legally sound.

The Board discussed the need to work closer with TLC by setting up a better framework which includes the roles and responsibilities of the both parties.

Independent Board Member Vacancies

The CSS confirmed that the closing date for applications was 31 July 2009. The Board was advised that two people had withdrawn their interest. The Shortlisting panel would meet on 7 August and the interviews are scheduled for the 14 August 2009.

Council Board Member Vacancy

The CSS confirmed that no further response had been received from the Council Member.

08/96.2 Review of Co-opted Board Members

Harry Everington left the Board Room at 5:50 pm during the discussion. The CSS informed the Board that they needed to discuss co-option. He was reminded that the term of office is a maximum of three years for co-opted members and as one member had already served for three years he would be asked to stand down. The Board was asked to consider retaining the second co-opted member.

A number of Board Members made reference to the fact that Harry Everington's service to the Board had been extemporarily. The CSS informed that Board that the people who had expressed an interest in the Independent Board Member vacancy had been approached regarding co-option, a number had agreed to co-option should their application not be successful. Following further discussion it was agreed that the Board would appoint two new Co-opted Members after the Annual General Meeting (AGM).

It was further agreed that the Chair would convey the decision of the Board to Harry Everington.

Harry Everington returned to the meeting at 6:15 pm.

08/96.3 Review of the Company's Governance Arrangements

Board Development

The CSS informed the Board that discussions had taken place regarding the procurement of an independent consultant to assist the Board's review of its skills and expertise. Board Members would be interviewed individually to obtain an up to date skills base.

Four providers had been identified and the deadline for submission of the proposal is 18 August 2009. The successful provider would be selected by a panel consisting of a Board Member, the CCS and the Director of Finance, ICT & Governance (DFIG).

The Board was informed that the Acting Head of Change Management and Development had been instrumental in arranging a facilitator for the Board Away Day in October.

Governance

The Board was informed that a meeting took place attended by the Chair, Vice Chair, the Chief Executive (CEX) and the CSS to discuss alternative governance arrangements. It was proposed that the Board hold a half day session to further the discussions.

The Board agreed to meet on 13 August 2009 at 1:00 pm in the Board Room, 14 Hounds Gate, Nottingham.

RESOLUTION :

The Board:

- 1. noted the progress of preparations for Board Member appointments for 2009;**
- 2. agreed to appoint two Co-opted Members after the Annual General Meeting;**
- 3. agreed to hold a Board Away Day on 13 August 2009.**

08/97 THE CHIEF EXECUTIVE'S UPDATE REPORT

The Chief Executive (CEX) presented a report which included a list which outlined the progress made against key projects and other current and developing issues were highlighted.

The CEX highlighted the recent work completed by Property Services and the Unions in relation to the modernisation of the repairs service, in the successful re-

negotiation of the basic pay rates. The workforce was balloted which achieved a ninety-seven per cent acceptance.

The CEX drew the Board's attention to the Community Energy Saving Programme Fund Bid and the opportunity to bring in ten millions pounds (£10m) of extra funding.

The CEX informed the Board that representatives from the Department for Communities and Local Government (CLG) were due to visit the Company on 27 July 2009 in relation to the exploration of the new business opportunities.

The CEX expressed his delight that the Company will be involved in a small new build development of seven houses at Clifton.

Malcolm Wood asked if there were the skills within the Company for new build and suggested that the apprentices are given the skills to contribute to house building. The Director of Property Services welcomed the suggestion.

The Board was informed that Nottingham City Council (NCC) had succeeded in an expression of interest on a PFI programme; they now need to build a bid. Following a brief discussion it was agreed that this issue would be referred to a future meeting.

The Board discussed the subsidy review and the Government's proposal to redistribute housing debt across all local authorities. The CEX advised that it was critical for the Company to undertake a piece of work to the benefit of Nottingham in response to the consultation paper the deadline of which is the end of October 2009.

The CEX gave a brief update in relation to the Company's response to swine flu, a top level management group meet every Monday to consider any new updates. The Company was assessing the key services, how to protect the main decision makers and the Company could link in with other key services across Nottingham.

The Chair reminded the Board that it was their last meeting before the AGM and the CEX reflected on the key achievements and performance of the year.

The Board noted the report.

08/98 2008/09 ACCOUNTS

The Director of Finance, ICT & Governance presented the 2008/09 Accounts which had been previously approved by the Audit Committee on 20 July 2009. Since then the auditors Grant Thornton had advised a number of minor amendments to the text, the account figures remained unchanged.

The DFIG confirmed that the "letter of comfort" had now been received from NCC regarding the FRS 17 matter.

RESOLUTION:

The Board approved the Annual Financial Statement for signature by the Company Secretary & Solicitor, the Chair and the Vice Chair of the Board.

08/99 NOTTINGHAM CITY HOMES DECENT HOMES PROGRAMME

The DPS presented a report which gave the Board an update of current Secure Warm Modern (Decent Homes) programme.

The DPS reported that the up until the end of June 2009 the target spend was four point seven million pounds (£4.7m) against expenditure of four point eight million pounds (£4.8m). The Board was advised that the current procurement was on target.

The Board was informed that efficiency savings would be achieved during 2009/10 and the highest saving of approximately five million pounds (£5m) would be achieved on UPVC windows during the year.

The CEX advised the Board that a letter from the Housing Minister and HCA had been received which had indicated that all ALMOs with two stars would receive the year 2010/11 funding.

The Board noted the report.

08/100 KEY STRATEGIC POLICY DEVELOPMENT & DEVELOPMENT OF THE 2101/11 DELIVERY PLAN

The Director of Strategy & Partnerships (DSP) presented a report which set out a number of key national and local developments which inform the future of the Company and the proposed timetable to engage tenants and employees in the development of the next Delivery Plan.

The DSP advised the Board of the proposal to move towards a three year business plan and a number of consultation dates had already been planned. Further discussion with the Board was planned for the Board Away Day in October 2009.

The Board was informed that the Board Away Day was being planned for the 16 and 17 October 2009.

The Board noted the report.

08/101 FORWARD PLAN

The Board noted the Forward Plan.

08/102 ANY OTHER BUSINESS

None.

08/103 DATE OF THE NEXT MEETING

The Board agreed that the date of the next meeting is scheduled for 24 September 2009 in the Board Room, 14 Hounds Gate, Nottingham, NG1 7BA following the Annual General Meeting.

The Meeting ended at 7:40 pm

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