

THE BOARD

MINUTES of the **Public Meeting** held on **10 JUNE 2010** at 14 Hounds Gate from 5:32 pm to 7.05 pm.

Board Members:

Ade Aderogba MBE
Hassan Ahmed (Arrived at 5:35 pm)
Tim Bell
Dave Bennett-Bull
Kevin Butt
Suhail Hashmi
Peter Linford
Margaret Pugsley
Paul Rowe
Valerie Schneider
Janet Storar (Chair)
Malcolm Wood

Also in Attendance:

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
Gill Moy	Director of Housing Operations
George Pashley	Director of Organisational Development
Amanda Schofield	Director of Strategy & Partnership
Maria Hemphill	Member of Public

09/60 WELCOME, INTRODUCTIONS & CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting and asked the attendees to introduce themselves for the benefit of the member of the public.

09/61 APOLOGIES FOR ABSENCE

An apology was received from Merlita Bryan.

09/62 DECLARATIONS OF INTEREST

None.

09/63 CONFIRMATION OF MINUTES OF THE MEETING HELD ON 25 MARCH 2010

The Board adopted the minutes as a true and accurate record of the meeting subject to the amendment to minute 09/50.2 to insert the word 'to' before 'one position'.

09/64 MATTERS ARISING FROM BOARD MINUTES

None.

09/65 COMPANY SECRETARY'S REPORT

The Company Secretary & Solicitor (CSS) presented the report and updated the Board on the current administrative and governance issues

09/65.1 Tenant Board Member – Recruitment Strategy Update

The Board was reminded that it had agreed in principle to review the current recruitment process to achieve proportionate representation of the three city districts. Steps were taken to try and set up a review panel involving the Tenants and Leaseholders Congress (TLC) to commence the initial consultation process however no TLC representatives came forward. Since then, one representative had expressed an interest but more were required. The Company is required to consult with both the TLC and Nottingham City Council to make changes to the election process. Whilst the TLC compact and the NCC Area Panel frame work is under review, there is now insufficient time to conduct a review in time for this year's election process. Accordingly the current process will remain subject to further review.

The CSS advised the Board that eleven individuals had already expressed an interest in becoming a Board Member and this had been achieved without a major PR campaign, although recruitment had been placed on the agenda of all forum and TLC meetings since at least March 2010. The CSS feels that interest has been encouraged by the appointment of a Tenant Board member to the position of Chair.

The main recruitment push would commence during mid June with advertising in the Tenants Newsletter and on the Company's internet site.

09/65.2 Independent Board Members

The Board was informed that the documents were being prepared for the launch of the Independent Board Member recruitment process. The positions would be advertised at the beginning of July 2010 in Inside Housing, on the Company's internet and with other local business connections.

09/65.3 Review of the Company Standing Orders

The CSS made reference to the Standing Order: Part 1 Governance which had been circulated under separate cover prior to the issue of the agenda and advised that a number of questions had been received on both Parts 1 and 3. It was proposed that the questions would be circulated to the Board together with the answers for feedback.

The Board agreed the proposal.

09/65.4 Use of the Company Seal

The Board was asked to note the use of the Company seal on the three contracts.

09/65.5 Additional Board Meeting

The Board agreed to meet on 29 July 2010.

RESOLUTIONS:

The Board:

1. **Noted the progress of the Board recruitment 2010;**
2. **agreed to the proposal to circulate the questions and answers that related to the amendments to the Standing Orders: Part 1 Governance and Standing Orders: Part 3 Tender and Contract Procedural Rules for feedback from Members of the Board;**
3. **noted the use of the Company seal; and**
4. **noted the calling of the additional meeting on 29 July 2010.**

09/66 REVISED STANDING ORDER: PART 3 TENDER & CONTRACT PROCEDURE RULES

The Board had discussed the approval of the Standing Orders: Part 3 Tender & Contract Procedure Rules during the previous item. The Board agreed to the CSS proposal to circulate the questions and answers that related to the amendments to the Standing Orders for feedback from Members of the Board.

RESOLUTION:

The Board agreed to the proposal to circulate the questions and answers that related to the amendments to the Standing Orders: Part 3 Tender and Contract Procedural Rules for feedback from Members of the Board.

09/67 EFFICIENCY EAST MIDLANDS

The Chair invited the Chair of Property Services Committee (PSC) to give an update following the PSC meeting on 24 May 2010. The Board was informed that the PSC had been supportive of the arrangement but had been concerned in relation to the costs to the Company.

The Director of Property Services confirmed that the Company's commitment would be for one year, the consortium would be reviewed after the first year. The Board was advised that there was limited risk and the profile of the Company would be raised.

The Board was concerned about the security of the funding and the DPS confirmed that should the funding not be available an alternative model would be explored.

RESOLUTION:

The Board approved the formation of the Efficiency East Midlands of which Nottingham City Homes would be the lead organisation and the Accountable body subject to the funding being made available.

09/68 CHIEF EXECUTIVE'S UPDATE REPORT

The Chief Executive (CEX) presented a report which was for information only and provided an update on the ongoing key issues for the Company.

The Board was informed that Julie Crook the Director of Finance, ICT & Governance would be leaving the Company mid July 2010.

The CEX gave a brief update on the Government's plans for the Housing Revenue Account and confirmed that the Government had hoped that everyone would accept on a voluntary basis and it not then the Government would include it in the Housing & Planning Bill scheduled for the autumn. The matter would be discussed by Nottingham City Council's Executive in the first instance.

The Board discussed the impact of the potential cuts to be made in June by the Government including the announcement not to continue the council house new build programme. The CEX confirmed that the NCH new build programme had committed contracts and therefore secure.

The CEX advised that there would be a number of decisions to be made and suggested that the Board use the Business Development Committee to consider the issues further prior to further discussion at the next meeting in July 2010.

The CEX confirmed that a briefing note would be prepared and circulated to the Board in relation to FRS 17 deficit.

The Board noted the report.

09/69 DECENT HOMES

The Director of Property Services presented a report which updated the Board on the Secure Warm Modern (Decent Homes) Programme.

The Board noted the report.

09/70 HEALTH & SAFETY ANNUAL REPORT

The Director of Organisational Development presented the annual report and highlighted the governance arrangements and fire safety.

The Board was invited to nominate a Member to work with the Health & Safety team. Valerie Schneider and Dave Bennett-Bull expressed an interest. The Board agreed to nominate both Members.

RESOLUTION:

The Board:

- 1. agreed to the nominations of Valerie Schneider and Dave Bennett-Bull to work with the Company's Health & Safety team; and**
- 2. noted the remainder of the report .**

09/71 NOTTINGHAM CITY HOMES COMPANY PERFORMANCE 2009 - 2010

The Director of Strategy & Partnerships (DSP) presented the performance report. The Board was informed that performance had been monitored by the two service Committees.

The DSP highlighted the Company's achievements in relation to voids and income management. The Board requested an update on the non lettable voids. The CEX gave a brief explanation.

The Board noted the report.

09/72 FORWARD PLAN

The Board noted the forward plan.

09/73 ANY OTHER BUSINESS

None.

09/59 DATE OF THE MEETING

The Board agreed that the date of the next meeting is scheduled for 29 July 2010 in the Board Room, 14 Hounds Gate, Nottingham, NG1 7BA.

The Meeting ended at 7:05 pm

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