

**ACHIEVEMENT AND DEVELOPMENT OF DERBY HOMES BOARD
AND DIRECTOR OF DERBY HOMES**

Report of the Director of Derby Homes

SUMMARY OF REPORT

1. This report proposes a system for review of achievement and development of the Derby Homes Board and the Director of Derby Homes.

RECOMMENDATIONS

2. The Resources Committee, on 28 November 2002, considered the proposals in paragraphs 3.2 and 3.3 of the report, and recommended the following proposals to the Board
 1. the following options for Board Members Achievement and Development
 - i. not to approve the proposal at this stage and review in 6 months time
 - ii. the Director to analyse the self-assessment forms and prepare a report for the Board Away Day
 - iii. the Chair and Vice-Chairs of the Board to interview individual Board members
 - iv. the Council's Corporate Personnel Department/external consultant to analyse the forms.
 2. the proposal for Director of Derby Homes Achievement and Development interview be carried out by the Chair and two Vice-Chairs of the Board.

MATTER FOR CONSIDERATION

- 3.1 Achievement and Development is an established method of reviewing performance of individual members of staff in Derby Homes. It is also recommended best practice for Boards of housing associations and arms length housing organisations.

Board Members

- 3.2 One method is for each Board member to complete the attached draft form which addresses issues of the collective performance of the Board, and for each individual to identify training and development needs. This could be sent to the Chair and Vice Chairs of the Board and the Director. The

Board should consider whether or not individual Board members should be interviewed by the Chair and Vice Chairs on whether the Director, or someone else, could use the returns to prepare a report, which could then be a key item for discussion at the Board away-day on Saturday 25 January 2003, to deal with general development needs of the Board.

Director of Derby Homes

- 3.3 It is proposed that the Director's Achievement and Development interview should be completed by the Chair and two Vice Chairs of Derby Homes in January 2003, who would use the standard Council documentation. Through this system, the Director will be set objectives to achieve in the next 12 months, and have the opportunity to identify personal training and development needs. A review meeting would be set for 6 months.

CONSULTATION IMPLICATIONS

4. It may be appropriate to distribute a proposal to all Board members and seek their views before taking the report to the Board.

FINANCIAL IMPLICATIONS

5. None directly arising.

LEGAL AND CONFIDENTIALITY IMPLICATIONS

6. Any documents produced by Board members would be confidential, seen by the Chair, Vice Chairs and Director and not distributed or discussed without their permission. Any general report prepared would not identify individual Board members by name.

PERSONNEL IMPLICATIONS

7. There are no major implications that cannot be addressed.

ENVIRONMENTAL IMPLICATIONS

8. None directly arising.

EQUALITIES IMPLICATIONS

9. None directly arising.

Contact Officer

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**DERBY HOMES
BOARD MEMBERS**

DRAFT ACHIEVEMENT AND DEVELOPMENT REVIEW

1. How well do you think Derby Homes Board is performing against its Business Plan?
2. Have you any comments on training and development opportunities you have been given in the past 12 months?
3. What training and development needs do you feel the Board as a whole has?
4. What are your training and development needs in terms of improving or adding to your skills, knowledge and personal attributes as a Board member?
5. What can Derby Homes do to make you more effective?
6. Any other comments?

Would you like the opportunity to meet the Chair and Director to discuss this document?

YES / NO