

DERBY HOMES LIMITED

MINUTES OF THE BOARD MEETING

Held on Thursday 21 January 2016

The meeting started at 5.55 pm

Board Members Present:

Mike Ainsley (Chair), Fareed Hussain, Iain MacDonald, Bob MacDonald, Cadine Reid, Jsan Shepherd, Ian Veitch, Roy Webb

Officers in attendance:

Maria Murphy, Managing Director of Derby Homes
Shaun Bennett, Director of Investment & Regeneration
David Enticott, Finance Director & Company Secretary
Daniel Robertson, PA to the Managing Director

Others in attendance:

Christine Durrant, Acting Strategic Director Communities & Place, Derby City Council (left after Item A2)
Dennis Rees, Operational Board Member

16/01 Apologies

Apologies for absence were received from Amo Raju and Jackie Mitchell.

16/02 Admission of Late Items

There were no late items.

16/03 Declarations of Interests

The Council Board Members were noted as declaring their interest in matters relating to Derby City Council.

The Tenant Board Members declared their interests as tenants (as defined in the Memorandum and Articles of Association) of Derby City Council.

16/04 Minutes of Previous Meeting

The minutes of the meeting held on the 26 November 2015 were accepted as a true and accurate record.

16/05 Matters Arising

There were no matters arising.

16/06 Announcements from the Chair

The Chair announced that Christine Durrant has been appointed, by the Council, Strategic Director Communities and Place as of 1 March 2016 and on behalf of the Board offered his congratulations.

A meeting was held on Tuesday 19 January, with the chair and vice chair of Rykneld Homes regarding the peer review and confirmed it will be going ahead.

Rykneld has agreed a timetable starting with the Operational Board meeting on 25 February, with at least 2 and up to 4 Rykneld Board Members attending. They will interview Bob MacDonald, Dennis Rees and other Operational Board Members and at least two will sit in on the Operational Board meeting. This will be repeated at the March Board.

It was suggested Cadine Reid and Iain MacDonald are interviewed at the March Board meeting visit.

16/07 Statements from Members of the Board

There were no statements from Members of the Board.

16/08 Questions from members of the public

There were no questions from members of the public.

16/09 Committee Chair's Feedback

Bob MacDonald, the Chair of the Operational Board provided feedback from the meeting held on 10 December 2015.

In particular, it was noted that the Operational Board approved funding to repair the Osmaston Park BMX track and recommended to the Council changes to the opening times and the number of satellite surgeries provided by the Sinfon Local Housing Office.

Maria Murphy said she would raise this with the Cabinet Member for approval.

Staff from the Council's Streetpride service will be returning to the next Operational Board meeting to provide an update on grounds maintenance work.

Maria Murphy asked what the general feedback was for this service. Bob MacDonald reported that the Operational Board is happy with the equipment and feedback from tenants will hopefully be positive in the near future.

Agreed

The Board noted the feedback.

16/10 Confidential Business

Agreed

The Board agreed, under Part IV of the Derby Homes Governance Arrangements, members of the public be excluded from the meeting during discussion of the following items on grounds that it involves the likely disclosure of confidential information as defined in Standing Order 20.2 (f and n).

The Board agreed to allow Dennis Rees to remain during discussion of the confidential items.

16/11 Managing Director's Report

The Board considered an update report by the Managing Director on discussions with the Council following the proposal to review the future provision of housing management and maintenance services.

Agreed

The Board noted the progress that is being made with regard to reviewing the delivery options for Housing Management, Maintenance and Repairs, Derby Advice and Housing Options and Advice services.

16/12 Housing Bill Implications for the HRA & Derby Homes

The Board considered a report explaining the implications of the Housing Bill for the HRA and for Derby Homes.

Agreed

The Board noted the report and the likely impacts on the Council and Derby Homes.

16/13 HRA Business Plan and Rents 2016/17

The Board considered a report advising of the process for the Council's approval of changes to rents and service charges which need to be made in sufficient time to be implemented for the start of the financial year in April. This will mean a report to Cabinet on the rents and service charges in February.

Agreed

The Board noted the report and update on the HRA Business Plan and Rents 2016.

End of Confidential Business

16/14 Items from Part C to be discussed.

The Board agreed not to discuss any items from Part C.

16/15 Health & Safety Update

The Board considered details of recent health and safety performance and current issues, including reports on accidents and incidents, violence and aggression, training, and awards.

Shaun Bennett advised that additional training for supervisors on asbestos will be taking place and a new Asbestos Manager has been appointed and will be joining Derby Homes soon.

He also advised the Board of the Our Health project and the new smoking policy including plans for a new staff smoking area.

Bob MacDonald asked what options there are regarding the dog biting incident. Shaun Bennett advised that all operatives have been issued with push sticks.

Iain MacDonald added that other than the push sticks, there is other work that could be done to warn our operatives, there is responsibility on tenants and liaison with other organisations such as Royal Mail.

Roy Webb congratulated Clare Mehrbani on reduction in the number of violence and aggression incidents at Milestone House.

Agreed

The Board noted the report.

16/16 Investment & Regeneration Update

The Board was provided with an update on current issues within the Investment & Maintenance Directorate. The report included information on new build, day to day repairs, voids repairs and gas servicing and electrical testing.

Shaun Bennett advised there have been no reported break-ins on active sites over the Christmas break.

Maria Murphy advised that Fareed Hussain, as Cabinet Member, will mark the Coronation Avenue bricklaying. Fareed suggested using the media as much as possible to highlight our new builds and it was agreed that he and Shaun Bennett discuss this in more detail.

Board Members agreed it was reassuring to see the good performance for Repairs and congratulated the teams concerned.

Agreed

The Board noted the report.

16/17 Draft Operational Budget 2016-17

The Board considered a report presenting the draft operational budget for Derby Homes (DH) for 2016/17 and forecasts for 2017/18 and 2018/19.

The budgets are based on the position as discussed in November, and will be subject to further amendments, to be presented to the Board at the March 2016 meeting when the Council Cabinet approves budgets in February.

At the time of writing, there was a planned £800k saving in the Derby City Council (DCC) General Fund savings proposals (£500k in 16/17 and a further £300k in 17/18) from a review of the Housing Management and Repairs service. Additionally, changes to the management fee received may arise as part of the Housing Revenue Account business plan budgets that are currently being considered by DCC and due to be reported to Council Cabinet in February. A full update will be presented to the Board at the March meeting.

Roy Webb queried whether any fluctuation in the RPI and CPI will impact on Derby Homes' ability to do anything. David Enticott advised there will be a percentage increase each year, but that the plan was still viable with the much lower levels of funding indicated for the long term as a result of the change.

Agreed

The Board:

1. approved in principle the DH budget for 2016/17 as per Appendix 1, but required a final budget report to deliver any necessary savings to be reported at the 31 March 2016 meeting
2. approved in principle the budgets for 2017/18 and 2018/19 as detailed in Appendix 1, again subject to further revisions to be reported at the 31 March 2016 meeting
3. approved the capital programme on new homes as detailed in Appendix 2, again subject to further amendments in March necessary to balance the overall plan
4. approved the request for loan funding from DCC at the levels indicated in Appendix 2.

16/18 Derby Homes Delivery Plan 2016

The Board considered the Derby Homes Delivery Plan which articulates the vision, priorities and deliverables for the coming 12 months. The Delivery Plan has been updated for 2016/17 for approval prior to agreement by Derby City Council.

The Delivery Plan has been developed through a number of productive sessions with directors and managers focusing on service drivers, objectives and action planning. Further work will take place to develop targets for performance measures in conjunction with the Council.

Maria Murphy congratulated David Enticott and team and Valerie Watson from the Council for their work on the Delivery Plan.

Agreed

The Board approved the draft 2016/17 Delivery Plan and delegated any further minor amendments to the Managing Director of Derby Homes, for submission to the Council.

16/19 Appointment of Audit Committee Member

The Board was asked to consider the appointment of Dennis Rees, Operational Board Member, to the Audit Committee.

The Chair and Iain MacDonald, Chair of Audit Committee, congratulated Dennis Rees on his appointment and thanked him for volunteering.

Agreed

The Board approved the appointment of Dennis Rees, Operational Board Member, to the Audit Committee.

16/20 NFA and CIH Annual Conferences 2016

The Board received a report detailing this year's annual housing conferences and was asked to consider board members' attendance.

Agreed

The Board approved Board Members attendance at the National Federation of ALMOs (NFA) Annual Conference in Birmingham on 19 & 20 April 2016

But decided against sending any members to the Chartered Institute of Housing (CIH) Annual Conference in Manchester on 28-30 June 2016.

16/21 Draft Minutes of Committees of the Board: Operational Board 10 December 2015

The Board received the draft minutes of the Operational Board meeting held on 10 December 2015.

Agreed

The Board noted the draft minutes of the Operational Board meeting held on 10 December 2015.

16/22 Performance Monitoring Information Quarter 2

The Board received a report summarising the performance of Derby Homes for the second quarter of 2015/16, July 2015 to September 2015, for key performance measures reported to Derby City Council and provided details on the outcome of the half-yearly review of the year-end performance targets.

Agreed

The Board noted the report.

16/23 Housemark Benchmarking 2014/15

The Board received a report providing information of the cost and performance information as detailed in the 2014/15 Housemark Bespoke Summary of Benchmarking Results' report.

Agreed

The Board noted the findings of the report.

16/24 Forward Plan of Agenda Items

The Board received the Forward Plan of Agenda Items

Agreed

The Board noted the Forward Plan.

Date of next meeting

The next meeting will be held on Thursday 31 March 2016 at 6.00 pm in the Board Room at London Road.

The meeting ended at 7:40 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 21 January 2016.