

OPERATIONAL BOARD MEETINGS

Report of the Finance Director & Company Secretary

1. SUMMARY

- 1.1 This report puts forward a change to the frequency of Operational Board meetings.

2. RECOMMENDATION(S)

- 2.1 To recommend to the Board of Derby Homes that the Operational Board meetings are held quarterly as outlined in paragraph 4.

3. REASON(S) FOR RECOMMENDATION

- 3.1 To ensure meetings are meaningful and align better with the performance reporting framework.

4. MATTER(S) FOR CONSIDERATION

- 4.1 Discussions have been taking place over the past few months with the Operational Board Chair and Vice Chair and also between the Senior Management Team to consider how meetings of the Operational Board can be more meaningful with decision making spread more evenly across the constitutional year.
- 4.2 Currently we have found that some meeting agendas are quite sparse in terms of decision making items, whilst others tend to be overloaded. There are often issues also with the timely reporting of performance over the current cycle of six meetings a year, resulting in the Operational Board receiving information some time after the quarter has ended.
- 4.3 It is therefore proposed that meetings of this Board are reduced from six to four meetings a year with suggested dates as follows:
- end August – 29th (as scheduled)
- mid December – 12th
- end February – 27th
- mid June – 11th
- 4.4 These dates should allow sufficient time for performance information to be collated and brought to the Operational Board.

- 4.5 Reducing the meetings to 4 a year may also make membership of the Operational Board a more attractive offer to anyone considering joining and would also ease the pressure for our existing members.
- 4.6 If this proposal is agreed, the Operational Board Forward Plan (Item A2 on the agenda) will be adjusted to provide an even spread of items over the year.
- 4.7 The Derby Homes Board agrees the programme of meetings for the Board and it's Committees annually. Therefore, if this proposal is agreed, the Board will be asked to sanction the change to the frequency of Operational Board meetings.

5. OTHER OPTIONS CONSIDERED

- 5.1 No other options have been considered, other than to not make changes to the current cycle of meetings. The Operational Board may wish to put forward their own alternatives to this proposal.

The areas listed below have no implications directly arising from this report:

Consultation
Financial and Business Plan
Legal and Confidentiality
Council
Personnel
Environmental
Equalities Impact Assessment
Health & Safety
Risk
Policy Review

For more information please contact:

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Background information: None

List of appendices: None

This report has been approved by the following

Finance Director & Company Secretary	David Enticott	29.5.19
Managing Director	Maria Murphy	07.6.19