

## DERBY HOMES LIMITED

### MINUTES OF THE GOVERNANCE SERVICES COMMITTEE MEETING

Held on Friday 28 August 2009

The meeting started at 12.15 pm

#### Board Members Present:

Paul Bayliss (Chair) and Bob Osler

#### Officers Present:

Susan Hill, Jackie Mitchell, Lorraine Watson

#### 09/47 Apologies

Apologies for absence were received from Margaret Redfern, Dennis Rees, Ken Whitehead

#### 09/48 Admission of Late Items

There were no late items.

#### 09/49 Declarations of Interests

The Council Board Member was noted as declaring his interest in matters relating to Derby City Council.

#### 09/50 Minutes of Previous Meeting on 26 June 2009

The minutes of the meeting held on 26 June 2009 were accepted as a true and accurate record.

#### 09/51 Matters Arising

##### Minute No 09/44 HQN Governance Toolkit

The Chair informed Committee that he will complete the self assessment toolkit and return it next Tuesday to the Board and Committee Support Officer as requested.

The Governance Services Manager advised that to date there had been a poor response from Board Members confirming their attendance to the workshop on Wednesday 2 September and the feedback session on 6 October 2009.

The Chair requested an email be drafted in his name to Board Members asking for a response to confirm whether or not they can attend the workshop on 2 September. He suggested that Board Members are requested to copy him in to any response to the email.

#### **09/52 NHF Excellence in Governance Code For Members**

The Committee received a report on Sections D – F of the National Housing Federation (NHF) publication Excellence in Governance a Code for Board Members. See attached Appendix A which has been amended to reflect Committee's comments (*shown in italic*).

#### **Agreed**

That Committee

1. considered the issues raised in Sections D – F of the National Housing Federation (NHF) publication Excellence in Governance a Code for Board Members
2. considers Sections G, H and I at the next meeting and that the Chief Executive and the Chair of each Committee be invited to attend as outlined in paragraph 3.5 of the report.

#### **09/53 Register of Interests**

The Committee received a report to consider changes to the Board Members' Register of Interests.

Tabani Ndlovu had contacted the Director and Company Secretary suggesting that Board Members' Register of Interests is published. The company he works with publishes their register of Directors' Interests and he thinks the comprehensive nature of the coverage is good from a governance viewpoint. He also suggested considering extending the scheme to include Board Members' family members' interests on the Derby Homes Register.

Committee members were happy to publish the Register of Interests on the website but not to include family members. The Director and Company Secretary said that the Register of Interests could also be published on CMIS at a later stage.

## **Agreed**

The Committee agreed

1. to recommend to the Board that the Register of Interests is published
2. the Board Members' Register of Interests should not be extended to include family members' interests

## **09/54 TSA Discussion Paper On Proposals For Governance Standard**

The Committee received a report setting out the Tenant Services Authority (TSA) proposals on a standard for governance.

The Governance Services Manager informed Committee that it appears the TSA does not propose to regulate ALMOs. This is because ALMOs are public sector organizations with other rules on governance and financial matters.

The Director and Company Secretary informed Committee that TSA will have a direct operational relationship with the Council. The Audit Commission will still maintain their current role as a regulator.

## **Agreed**

The Committee agreed not to send comment on the paper to the TSA and the National Federation of ALMOs.

## **Date of next meeting**

**The next meeting will be held on Friday 25 September 2009 at 12 noon at Cardinal Square.**

The meeting ended at 1.20 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 28 August 2009.