

DERBY HOMES LIMITED

MINUTES OF THE RESOURCES, REMUNERATION & REGENERATION COMMITTEE MEETING

Held on Thursday 17 November 2011

The meeting started at 6.00 pm

Board Members Present:

Mike Ainsley, Paul Bayliss, Tony Holme, Iain MacDonald (Chair), and Dennis Rees

Officers Present:

Shaun Bennett, Murray Chapman, Phil Davies, David Enticott, Christine Hill, Jackie Mitchell

11/64 Election of Chair

Iain MacDonald was elected Chair of the Committee for 2011/12.

The Chair welcomed Mike Ainsley as a new Committee member.

11/65 Apologies

Apologies for absence were received from Mark Menzies, Bob Osler, Margaret Redfern, Roy Webb. Paul Bayliss advised he would be leaving the meeting at 6.50 pm

11/66 Admission of Late Items

Replacements to Appendices to Items A3 and C1 were tabled.

11/67 Declarations of Interests

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

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

11/68 Minutes of Previous Meeting

The minutes of the meeting held on the 7 July 2011 were accepted as a true and accurate record.

11/69 Actions & Matters Arising

Minute 11/51 New Business, Extra Care, Development & Regeneration Update – the Director of Investment & Regeneration provided an update on how the heating equipment in the new build properties is performing.

Minute 11/54 Derby Homes Medium Term Finance Strategy – The Committee received an update on the Public Buildings contract.

11/70 Training for Committee Members

The Chair asked the Committee to contact Susan Hill if they have a specific training requirement.

Confidential Business

11/71 Agreed

That under Part IV of the Derby Homes Governance Arrangements, members of the public should 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 (g, h, j & n).

11/72 Amendments to National Terms & Conditions

The Committee received a report providing an update of potential changes to employee Terms and Conditions of Employment. The changes affect

- Protection of earnings
- Overtime and call out arrangements
- Time off for public duties
- Payment of annual leave in the year of retirement
- Compassionate/urgent leave.

Agreed

The Committee approved the changes to the Terms and Conditions effective from 1 February 2012.

11/73 Facilities Agreement – Time Off For Trade Union Duties

The Committee received a report on a review of the policy on Time off for trade union duties. The core content of the current policies meets Derby Homes' legal requirements. Some small changes were proposed to the policy to ensure compliance with ACAS Code on Time Off for Trade Unions.

Agreed

The Committee approved the policy on Time Off for Trade Union Duties.

11/74 New Policy – Use of Global Positioning Services (GPS)

The Committee received a new proposed policy on the use of Global Positioning Services (GPS). The policy has been developed for the use and management of trackers in the repairs team's vans and is subject to consultation with trade unions.

Agreed

The Committee approved the policy in principle and consultation with trade unions, with the final version being reported back to the Committee.

11/75 External Management

The Committee received a report detailing performance against management agreements and service level agreements for management of external properties, as at 31 August 2011. External properties are managed on behalf of Spirita, Guinness Northern Counties and properties at Green Lane, Leytonstone Drive, homeless temporary accommodation at London Road, Milestone House and the Lillian Prime charity.

Agreed

The Committee noted the report.

11/76 Review of Non Core Activity – New Business

The Committee considered a report setting out the arguments for and against continuing to seek and take on new business.

Agreed

The Committee recommended to the Board the recommendations contained in the report, subject to consultation with the Derby Association of Community Partners (DACP) , Housing Focus Groups (HFGs) and the Council:

11/77 Review of Non Core Activity - Master Planning/Large Scale Estate Regeneration

The Committee considered a report setting out reasons why Derby Homes should always retain the option to consider larger scale estate regeneration, using master-planning where appropriate.

Agreed

The Committee recommended to the Board the recommendations contained in the report.

11/78 Risk Register Exception Report

The Committee received the quarterly exception report highlighting changes to the Risk Register. The Strategic and Operational Risk Registers are reviewed quarterly by the Executive Team and Heads of Service.

Agreed

The Committee noted and agreed the recommendations contained in the report.

11/79 Industrial Action

The Committee was informed of the possible industrial action proposed on 30 November 2011 and procedures in place to manage emergency service provision and provide employees who do not take action a location of work.

Agreed

The Committee noted the report.

11/80 Hartington Street

The Committee was advised of proposals regarding a property on Hartington Street.

Agreed

The Committee noted the report.

11/81 New Business, Extra Care, Development & Regeneration Update

The Committee received a report outlining the ongoing progress of the range of new business activities in development. It highlighted the current situation in regards to funding, talks about initiatives Derby Homes is driving forward to deliver new homes, and provides an update on the Osmaston Vision Programme.

Agreed

The Committee noted the report.

End of confidential business

11/82 Items from Part C to be discussed

Agreed

The Committee agreed to discuss item C1.

11/83 Derby Homes Management Accounts 2011/12 Period 5

The Committee received the management accounts for the five months to August 2011. The report compared actual expenditure for April to August against budget and extracted a difference.

Agreed

The Committee noted the report and appendices.

11/84 Review of Non Core Activity – Home 2 Work Scheme

The Committee received a report on the review of the Home 2 Work scheme. The scheme was established in January 2009 with the aim and objective of offering work placement opportunities to Derby Homes' residents, in the pursuit of tackling worklessness.

The Scheme offers an opportunity for a 4 week work placement at Derby Homes. It provides a range of experiences to help residents on the road to finding a permanent job. The Scheme is designed to provide a structured placement which will introduce some basic principles of being in work and work experience in the field of customer service.

Agreed

The Committee agreed

1. Derby Homes continues to offer work experience opportunities to residents to assist people into work.
2. Derby Homes continues to run the Home 2 Work scheme when demand is evident through applications. This can be run in conjunction with offering work experience through the Job Centre Plus initiative.
3. Fresh promotion of both schemes is required in conjunction with the Job Centre Plus enabling access to greater numbers of applicants.
4. Funding for the scheme will continue to be sought through opportunities as and when they arise.

11/85 Review of Committee Terms of Reference

The Committee considered a report is in response to a recommendation, arising from the review of the Governance Arrangements, to review the

terms of reference of each committee and panel of the Board.

The Director & Company Secretary advised of an error in the appendix to the report. On page 2, item 3 the word 'monitoring' should be inserted before 'implementation of the budget and policy decisions'.

Agreed

The Committee agreed to recommend the terms of reference to the Governance Services Committee for approval by the Board with the following amendments:

1. not to include a minimum or maximum number of members
2. considering and approving regrading appeals from members of staff be delegated to the Chief Executive.

11/86 Performance Monitoring Information Quarter 2, 2011/12

The Committee received a report highlighting key performance issues arising from the discussion of quarter 2 at the Chair's Group.

Murray Chapman, Customer Services Manager, provided an update on rent arrears, explaining action being taken to manage arrears and outstanding housing benefit claims.

In order to try to encourage rent payment by Direct Debit, the Director & Company Secretary agreed to investigate the legal position to enable a discount to be given for this type of payment

Agreed

The Committee noted the report.

11/87 Date and time of next meeting

The next meeting will be held on Thursday 5 January 2012 at 6.00 pm at Cardinal Square.

The meeting ended at 7.40 pm.

.....

CHAIR

Signed as true and accurate record of the meeting held on 17 November 2011